

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

Thursday, February 15, 2007  
Friday, February 16, 2007 (Reconvened)

7:00 p.m.  
5:00 p.m.

**A. Opening Business**

Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 7:00 p.m. in the boardroom of the administration building on February 15, 2007.

Pledge of Allegiance

Roll Call - Board Members present: Mr. Baker, Mr. Frederick, Mr. Kauffman, Mr. West, Mr. Zeigler

Board Members absent: Dr. Daniels, Mr. Edwards, Mr. Scholles, Mrs. Sunday

Student Board Members absent: Elizabeth Sanders, Bakhtiar Shahid, Lyna Tran (Alternate)

Also Present - Mr. Yingst, Dr. Dillon, Mrs. Green, Dennis Fahey, Mrs. Fahey, Heidi Hormel, Steve Marroni, The Evening Sun

Mr. West announced that a brief Executive Session was held prior to the meeting to discuss legal matters.

**B. Recognition of Visitors and Public Comment:**

Public Comment: None

**C. Standing Committee Reports**

**Policy Committee** – Sunday, Chair; Baker, Scholles – No report

**Negotiating Committee Classified** – Scholles, Chief Negotiator; Baker, Edwards, West – No report

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

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

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

**PN Advisory** - Daniels, Representative; Edwards (Alternate) – No report

**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 – No report

**Joint Wage Tax** - Edwards, Representative; Zeigler (Alternate) – Mrs. Green reported that a meeting is scheduled for the end of the month.

**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 stated that a district meeting would be held in Lancaster, PA.

**Superintendent's Advisory Council (SAC)** – Frederick, Representative; Scholles (Alternate) – Mr. Frederick announced that the meeting that was scheduled for February 14, 2007 would be rescheduled.

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

**Middle School Students Report** – Rebekah Cartwright, Jacquelyn Gourley, Brianna Bryson – No report

**D. Legal Report:** Mr. Yingst – No report

**E. Superintendent's Report:** Dr. Dillon – Dr. Dillon announced that Dr. Sharon Faber, author of How to Teach Reading When You're Not a Reading Teacher would be a guest speaker for the district's inservice on February 16, 2007.

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## F. New Business

1. **Minutes** – The Board was requested to approve the minutes of the January 23, 2007 Board meeting.

### **BOARD ACTION:**

Mr. Baker made a motion to approve the minutes as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 5 to 0.

2. **Personnel**

- a) **Resignations** – The Board was requested to approve the following resignations:

#### **Substitute Employees:**

**Carl Henry**, substitute custodian, effective January 26, 2007.

**Natalie Keller, Ryan Simons, and Jody Wickett**, substitute teachers, effective immediately.

### **BOARD ACTION:**

Mr. West made a motion to approve the resignations as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 5 to 0.

- b) **Job Description/Position Change** – The Board was requested to approve the following changes to positions and job descriptions:

Change from: Head Boys/Girls Varsity Track Coach and three assistants

Change to: Head Boys Varsity Track Coach and Head Girls Varsity Track Coach and one Assistant Varsity Boys Track Coach and one Assistant Varsity Girls Track Coach.

### **BOARD ACTION:**

Mr. Kauffman made a motion to approve the changes to positions and job descriptions as presented. Seconded by Mr. Frederick and passed on a roll call vote of 5 to 0.

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

**Administrative Employee:**

**Mary Brown**, Practical Nursing Program Coordinator/Financial Aid Officer, effective date to be determined. Rate of compensation will be \$53,958 prorated for the remainder of the 2006-2007 fiscal year.

**Classified Employee:**

**Caroline Laughman**, healthroom assistant, effective upon release from current employer. Rate of compensation will be \$12.24 per hour.

**Denise Dornbush**, personal assistant at the middle school, effective February 26, 2007. Rate of compensation will be \$9.01 per hour. Continued employment is contingent upon the student's need as designated by the Individualized Education Plan.

**Supplemental Employees:**

**Tara Bahn**, transfer from assistant varsity track coach to head varsity girls track coach, effective for the 2006-2007 season. Rate of compensation will be \$2,714.00.

**Jason Weigle**, transfer from assistant varsity track coach to head varsity boys track coach, effective for the 2006-2007 season. Rate of compensation will be \$2,714.00.

**James McMahon**, interim sixth grade team leader, effective for the remainder of the 2006-2007 school year. Rate of compensation will be \$789.00 prorated for the remainder of the 2006-2007 school year. Mr. McMahon will serve as interim team leader during the maternity leave of Mrs. Heather Little.

**Steve Smith**, middle school intramurals spring basketball open gym, effective for spring 2007. Rate of compensation will be \$440.00.

**Peter Truesdale**, head boys' varsity tennis coach, effective for the 2006-2007 season. Rate of compensation will be \$2,231.00.

**Substitute Employees:**

**Louise Bankert**, substitute lunchroom/playground supervisor. Rate of compensation will be \$8.50 per hour.

**Joyce Jenkins, Caroline Laughman, and Vickie Strausbaugh**, substitute healthroom assistants, effective immediately. Rate of compensation will be \$12.00 per hour.

**Jack McLaughlin**, substitute custodian, effective upon completion of all necessary employment documents. Rate of compensation will be \$8.50 per hour.

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**Mary Kay Turner**, transfer from extended substitute teacher to long-term substitute teacher for Family and Consumer Science, effective January 16, 2007. Rate of compensation will remain the same.

**Ning Chu, James Ryan, and Jobie Zepp**, day-to-day substitute teachers. Rate of compensation will be \$95.00 per day.

**Kathleen Stratton**, extended teaching assistant substitute at Washington Elementary, effective March 13, 2007 to approximately April 24, 2007. Rate of compensation will be \$8.50 per hour. Mrs. Stratton will be substituting during the medical leave of Mrs. Diane Wagaman.

## BOARD ACTION:

Mr. Frederick made a motion to approve the employment items as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 5 to 0.

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

**Terry Conover** Wrestling Districts  
**Tyke Conover** February 22-24, 2007  
**Neal Dutterer** Hershey, PA  
Cost: \$1,503.20 (meals & lodging for coaches & approximately 11 wrestlers, substitute)

**Kenneth Klenk** Wrestling Districts  
February 23-24, 2007  
Hershey, PA  
Cost: \$100.88

**Terry Conover** Wrestling Regionals  
**Tyke Conover** March 2-3, 2007  
**Neal Dutterer** Reading, PA  
Cost: \$1,222.75 (meals & lodging for coaches & approximately 8 wrestlers, substitute)

**Terry Conover** Wrestling States  
**Tyke Conover** March 7-10, 2007  
**Neal Dutterer** Hershey, PA  
Cost: \$1,394.20 (meals & lodging for coaches & approximately 4 wrestlers, substitutes)

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**Crystal McDermitt** Financial Management Training for School Foodservice  
Directors

March 21-22, 2007

State College, PA

Cost: \$378.20

**Joseph Albin** PAFPC Annual Federal Programs Conference

**Dr. Wesley Doll** April 15-18, 2007

Pittsburgh, PA

Cost: \$1,488.00

**Carol Forbes** PSLA Conference

April 12-14, 2007

Hershey, PA

Cost: \$263.57

## **BOARD ACTION:**

Mr. West made a motion to approve the conferences/workshops as presented.  
Seconded by Mr. Frederick and passed on a roll call vote of 5 to 0.

- e) **Leaves of Absence** – The Board was requested to approve the following requests for leave of absence:

**Eileen Gass**, request for intermittent FMLA leave of absence, effective February 1, 2007 not to exceed a total of 12 weeks. Intermittent FMLA time used will be without pay.

**Diane Wagaman**, request for medical leave of absence, effective March 13, 2007 to approximately April 24, 2007. Mrs. Wagaman will be using paid leave during the leave of absence.

## **BOARD ACTION:**

Mr. Frederick made a motion to approve the leaves of absence as presented.  
Seconded by Mr. Kauffman and passed on a roll call vote of 5 to 0.

- f) **Vacancies:**  
Practical Nursing Coordinator/Financial Aid Officer  
Family and Consumer Science Teacher (half-day)  
Personal Assistant  
Computer Technician

**(NO BOARD ACTION WAS REQUIRED.)**

- g) **Other Business** – None

### 3. Curriculum and Technology

a) **Board Policy** – At the request of the Board Policy Committee, the Board was requested to approve the final adoption of revisions to:

- Board Policy #112 Guidance Counseling
- Board Policy #216 Student Records

and, final adoption of the following new policy:

- Board Policy #146 Student Services

#### **BOARD ACTION:**

Mr. West made a motion to approve the final adoption of revisions to the Board policies and the final adoption of the new policy as presented. Seconded by Mr. Baker and passed on a roll call vote of 5 to 0.

b) **Proposed 2007-2008 District Calendar** – The Board was requested to approve the proposed 2007-2008 District Calendar.

#### **BOARD ACTION:**

Mr. West made a motion to approve the 2007-2008 District Calendar as presented. Seconded by Mr. Frederick and passed on a roll call vote of 5 to 0.

c) **Family & Consumer Science Curriculum** – The Board was requested to approve the tentative adoption of the Family & Consumer Science Curriculum. Once tentative adoption is granted the curriculum will be available for public comment for 30 days before final adoption.

#### **BOARD ACTION:**

Mr. West made a motion to approve the tentative adoption of the Family & Consumer Science Curriculum as presented. Seconded by Mr. Baker and passed on a roll call vote of 5 to 0.

d) **Other Business** – None

The Board recessed at 7:30 p.m. The Board reconvened at 7:46 p.m. Mr. West made a motion to reconvene the meeting at 5:00 p.m. on Friday, February 16, 2007. There was no opposition.

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The Board reconvened on Friday, February 16, 2007 at 5:05 p.m. The following Board Members were present: Mr. Baker, Mr. Frederick, Mr. Kauffman, Mr. Scholles, Mrs. Sunday, Mr. West, and Mr. Zeigler. Dr. Daniels and Mr. Edwards were absent.

The following were also present: Dr. Dillon, Mrs. Green, Mrs. Frock, Steve Marroni, The Evening Sun; Ashley Andyshak, Gettysburg Times; Teresa Erdman, HEA; Mrs. Sara Smith

**PUBLIC COMMENT:** Mrs. Erdman announced an HEA sponsored initiative to correspond with service men and women who are graduates of the Hanover Public School District.

Dr. Dillon complimented HEA and said the District is fully supportive of the initiative.

### 4. Budget and Finance

- a) **Middle School Student Activities** – The Board was requested to approve two new student activity funds:
- Specials Showcase Fund
  - RIF (Reading is Fundamental) Club

**BOARD ACTION:**

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

- b) **Jody Kuhn Memorial Scholarship** – The Board was requested to approve a donation of \$20,000 for the Jody Kuhn Memorial Scholarship. The money is to be used to award a \$1,000 scholarship to a female and male recipient for the next ten years.

**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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- c) **Tax Exoneration** – The Board was requested to approve the exoneration of the per capita taxes as follows:

<b>2006 Full &amp; Interim</b>	443 bills	\$8,860
<b>2006 Interim</b>	5 bills	\$100
<b>2005 Interim</b>	101 bills	\$2,020
<b>2004 Interim</b>	1 bill	\$22
<b>Total</b>	550 bills	\$11,002

## BOARD ACTION:

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

- d) **LIU General Operating Budget** – The Board was requested to approve the General Operating Budget of Lincoln Intermediate Unit #12 as follows:

2007-2008 General Operating Budget	\$8,700,728
Percentage Decrease over 2006-2007	5%
Estimates:	
Hanover Public School District Share	
General Operating Budget	\$ 18,422
Share Increase over 2005-2006	3.4%

## BOARD ACTION:

Mr. Kauffman made a motion to approve the General Operating Budget of Lincoln Intermediate Unit #12 as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- e) **Preliminary Budget 2007-2008** – The Board was requested to approve the 2007-2008 Preliminary Budget with a proposed expenditure total of \$24,338,635.

## BOARD ACTION:

Mr. Kauffman made a motion to approve the 2007-2008 Preliminary Budget as presented. Seconded by Mr. Scholles and passed on a roll call vote of 6 to 1. Mr. Baker voted negative.



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j) **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:**

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

k) **Other Business** – None

## **5. Buildings and Grounds**

a) **Declaration of Taking** – The Board was requested to approve authorizing the appropriate officers of the Board to sign the Declaration of Taking and any other pleadings prepared or to be prepared by legal counsel to initiate and pursue the condemnation of both the Moul and Doubleday tracts located on Moul Avenue in the Borough of Hanover.

### **BOARD ACTION:**

Mr. Frederick made a motion to approve authorizing the appropriate officers of the Board to sign the Declaration of Taking and any other pleadings prepared or to be prepared by legal counsel to initiate and pursue the condemnation of both the Moul and Doubleday tracts located on Moul Avenue in the Borough of Hanover. Seconded by Mr. Kauffman.

DISCUSSION: Mr. West commented that he would be voting no because the details of the documents are being left to the attorneys.

Mr. Baker commented that he disagrees with eminent domain, but in light of the situation, will support the action.

The motion passed on a roll call vote of 6 to 1. Mr. West voted negative.

b) **Other Business** – None

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**ADJOURNMENT:**

The meeting was adjourned at 5:15 p.m.

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Susan M. Green, Board Secretary

**THE NEXT REGULARLY SCHEDULED BOARD MEETING IS MARCH 27, 2007 AT 7:00 PM IN  
THE BOARDROOM OF THE ADMINISTRATION BUILDING.**

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