

**Hanover Public School District
Board of Directors
Minutes**

Monday, February 11, 2008

6:00 P.M.

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

Moment of Silence - in memory of Pam Reck, a former employee of the school district, who passed away on Friday.

Roll Call

Board Members: Mr. Baker, Mr. Bortner, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Member absent: Mr. Kauffman

Student Board Member: Lyna Tran

Student Board Members absent: Bakhtiar Shahid, Gabriel Rosenbrien (Alternate)

Also Present: Deb Smith, Bonnie Naill, Mr. Albin, Mrs. Brown, Mrs. Gunnet, Mr. Lehman, Mr. Klenk, Mr. Stahlman, Mr. Wentz, Mrs. Dubbs, Ken Phillips, RBC Capital Markets; Dr. Doll, Mrs. Schoonover, Mrs. Frock, Mr. Hershner, Barb Sanders, HEA; Teresa Erdman, HEA; Linda Yowaiski, HPESPA, Mr. Yingst.

A. Recognition of Visitors and Public Comments

STOMP Group and Steel Drum Group – Deb Smith, Middle School Music Teacher – The students participating were: Tyler Hahn, Taylor Hahn, Caleb “Bob” Gerlach, Spenser Durika, Matt Frederick, Cullen Rosenbrien, Linsey Bowersox, Mackenzie Naill, Lynne Eisenberg, and Zoie Cleary.

Yearbook pictures were taken.

B. Approval of Minutes from Past Meetings

The Board was requested to approve the minutes of the Board Meetings January 14, 2008, and January 28, 2008, and January 30, 2008.

DISCUSSION:

Mr. West stated that on both the minutes from January 14 and January 28 in regard to board policies the adoption requires 2/3 affirmative votes instead of 5 affirmative votes.

BOARD ACTION:

Dr. O'Connor made a motion to approve the minutes from January 14, January 28, and January 30, 2008, with this change. Seconded by Mrs. Smith and passed on a vote of 8-0.

C. Committee Reports

Policy Committee – Mr. Smith reported on the meeting held on February 6. The committee is working on changes to the hiring policy in regard to policies 304, 404, and 504, communication policy. The administration will be giving their recommendations. The next meeting will be held on March 5.

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YCST – Mr. Zeigler reported on January 30 the Chamber of Commerce had their Board Appreciation of Recognition. They recognized board members for years of service. Mr. Zeigler and Mr. West were recognized for 10 years of service. At the January meeting of the York County Superintendents they went to York Tech to visit. They went to different classes and experienced what the students are learning.

Wage Tax – Mr. Bortner reported that they had a meeting and many papers were given out he is still trying to get through. They are looking to expand the tax office and change the phone system. He stated that the per capita taxes are not always fully collected. Landlords are not getting the right information. The forms are given out to tenants and are thrown away. He feels that we may gain \$20,000 if we were able to get all the information. A meeting will be held on February 26 at Southwestern School District Boardroom at 7:00 P.M. Mr. Bortner is not able to attend and the alternate can't attend. Dr. O'Connor volunteered to be at the meeting.

Lincoln Benefit Trust – A meeting was held on January 31. Mr. West attended his first meeting along with an orientation for new members. There were over 60 representatives at the meeting which included an appeal. Benefit packages were discussed for employees of school districts. A topic covered was the statewide health insurance legislation. This could affect negotiations and may result in higher costs for members of the consortium. The trust meets quarterly. Dr. O'Connor wondered if we have a long-term commitment to the trust. Mr. Wentz said no. Dr. O'Connor wondered if we have equity. Mr. Wentz stated yes.

Legislative – Mr. Baker reported that they are working on house bill 1841. It has a lot of down sides. It is a 33-page document and is changing daily. There will be eight public hearings with it.

Moul Field – Mr. Smith stated that we are still negotiating on a contract. There will be an executive session following tonight's meeting.

D. Student Board Member Reports

The high school is currently holding a Mr. Valentine contest to benefit cystic fibrosis. The contest involves seven senior boys with talent, entertainment and introduction. It is being sponsored by student council. The boy that receives the most donations is crowned as Mr. Valentine.

The Juniors are currently doing PSSA's. If they do not test as proficient or advanced, they will have to have a special class next year. The boys and girls basketball teams both made it to districts this year which is this week. On February 15 & 16 there will be a Mini-Thon to benefit the Four Diamonds Fund which helps families during cancer treatments. It will be sponsored by Student Council.

Superintendent's Report – Dr. Wesley Doll

Pam Reck, a former employee, passed away Friday.

The Middle School is doing a mini pep rally in preparation for PSSAs. On February 22 there will be a spelling bee held.

Elementary schools participated in Buck a Book. Clearview had Downtown, the York Revolution mascot, came to kick it off. If they reach their goal, Downtown will come back to pay another visit.

Hanover Street had a PSSA pep rally with skits and many fun activities.

Mrs. Frock stated that in regard to the resignation of the food truck driver they are currently reviewing the job description.

On February 25 the elementary, middle school and high school will be doing their assessment on reading. The school calendar for 2008-2009 is in draft form and will be presented to the board very shortly. There will be an in-service day on February 15, district holiday on February 18, and February 19 there will be no school for teachers and students as long as it is not needed for a snow make-up day.

Strategic Plan is due September of 2008.

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Dr. Mowery was not able to be present but he would like the Board to approve the goals and budget timeline later in this meeting.

a) **Presentation from RBC Capital Markets – Ken Phillips (enclosure)**

Mr. Phillips works with many school districts in regard to finance. The average debt ratio in York County is 6-14%. We are currently at 11 1/2 %. Dr. O'Connor wondered why two years ago we took a variable rather than a fixed rate. Mr. Phillips stated that at the time the fixed rate would have been higher. We could not do a prepayment of two of the bonds until 2013. When a bond is issued, the fees involve issuance costs, legal fees and other costs. For a \$10 million bond there would be approximately \$150,000 in fees. If you need all or a portion of the \$14 million bond, it would be best to keep. It is grandfathered money. Our goal should be to come up with a facilities plan. There is no limit to what we keep in our capital reserve money.

b) **High School Program of Studies – Karen Schoonover (enclosure)**

Mrs. Schoonover presented to the Board the new Program of Studies for 2008-2009. Mr. Baker wondered if it included a new math teacher position which was not approved as yet. Mrs. Schoonover stated that she will have two plans. They currently have teachers certified in math but not currently teaching math. The gym class at the YMCA and Nutricize for Life which involves outside help is no extra cost to the school district. They are trying to make the English classes more literature based especially focusing on non-fiction literature, reading in content area, informational reading, and persuasive writing. Mrs. Lingg wondered why the addition of an honors geometry class. Mrs. Schoonover stated that they currently have 20 students interested in moving to that class.

BOARD ACTION:

Dr. O'Connor made a motion to approve the 2008-2009 Program of Studies for the High School. Seconded by Mr. Baker and passed on an 8-0 vote.

E. Legal Report – No report.

Standing motions regarding personnel

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

Kelly Mummert, part-time cafeteria worker, effective February 15, 2008.

Diana Spangler, cafeteria food truck driver, effective February 22, 2008.

BOARD ACTION:

Dr. O'Connor made a motion to accept the resignations as presented. Seconded by Mr. Baker and passed on a roll call vote of 8-0.

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

LPN Employee

Cynthia Swartz, part-time LPN instructor, effective upon completion of all necessary employment documents. Rate of compensation will be \$26.00 per hour.

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BOARD ACTION:

Dr. O'Connor made a motion to accept the employment as presented. Seconded by Mr. Baker and passed on a roll call vote of 8-0.

Old Business

a) **BOARD POLICIES:**

1. The Board was requested to approve the final adoption of revisions to: **(enclosures)**
 - Board Policy 002 Authority and Powers – Tentatively approved
 - Board Policy 003 Functions – Tentatively approved
 - Board Policy 004 Membership – Tentatively approved
 - Board Policy 004.1 Student Representation – Tentatively approved 1/28/08
 - Board Policy 005 Organization – Tentatively approved 1/28/08
 - Board Policy 006 Meetings – Tentatively approved 1/28/08
 - Board Policy 007 Distribution – Tentatively approved 1/28/08
2. The Board was requested to approve the final adoption of the following new policy **(enclosure)**
 - Board Policy #000 Board Policy/Administrative Regulations – Tentatively approved
(This section requires 2/3 affirmative votes)

DISCUSSION:

Mr. Zeigler stated that the first sentence on page 2 of 000 should be deleted. Mr. West stated that he will be voting no because of the changes regarding administrative regulations.

BOARD ACTION:

Dr. O'Connor made a motion to approve the policies as presented with the correction. Seconded by Mr. Baker and passed on a roll call vote of 7-1. Mr. West cast the negative vote.

3. The Board was requested to approve the final deletion of: **(enclosures)**
 - Board Policy 008 Organizational Plan – Tentatively approved 1/28/08
 - Regulation 008-R - Tentatively approved 1/28/08
(This section requires 2/3 affirmative votes)

DISCUSSION:

Mr. West stated that the policies to be deleted are covered by the bargaining agreement. Concern was raised that deleting the policy removed the documentation of the chain of command.

BOARD ACTION:

Dr. O'Connor made a motion to send 008 and regulation 008-R to the policy committee. Seconded by Mr. Bortner and passed on an 8-0 vote.

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c) **Board Goals** – The Board was requested to approve the following 2008-2009 budget goals:

- Support the mission of Hanover Public School District
- Maintain momentum of Hanover Public School District
- Control spending and minimize tax increases

BOARD ACTION:

Mr. West made a motion to approve the goals as presented. Seconded by Mr. Zeigler and passed on an 8-0 vote.

d) **Budget Timeline** – The Board is requested to approve the budget timeline for the 2008-2009 Budget. **(enclosure)**

BOARD ACTION:

Mrs. Lingg made a motion to approve the timeline as presented. Seconded by Mr. Baker and passed on an 8-0 vote.

Other Business:

a) **Capital Reserve-Tractor repair/purchase discussion (enclosure)**

Mr. Wentz stated that the tractor needs \$1,000 worth of repairs and asked for the Board's direction on the proposed new tractor in the 2008-2009 capital reserve budget. If purchased now in time for the mowing season, it would lower the capital reserve budget for next year. Dr. O'Connor wondered what the comparison of costs in outsourcing our mowing compared with in-house. Currently most of the mowing in the summer is done by temporary summer help. If we would outsource, the maintenance workers could do more preventative maintenance when the schools are closed in the summer. Mr. Zeigler felt that in the past previous Boards have let the small repairs go and now big repairs need to be done. The Board requested additional information to be discussed at the February 25 Board meeting.

b) **School Laws Online Introduction**

Mr. Wentz wondered if everyone was able to get online. If you have any questions, please see Mr. Wentz.

c) Mr. Smith received a letter of congratulations from Senator Waugh regarding the special recognition received by Hanover Street, Clearview, and Washington Elementary for their Keystone Achievement Awards.

d) **VIDA Charter School** – Transcript copies are available for Board members to look over.

e) Copies of Orange and Black publications were received by Board members.

F. Next meeting date:

The next meeting will be Monday, February 25, 2008, at 6:00 P.M. in the Boardroom.

There will be a special budget meeting on Monday, March 3, beginning at 5:30 P.M.

G. Adjournment:

The meeting was adjourned at 8:32 P.M.