

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

Tuesday, May 27, 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.

Pledge of Allegiance

Roll Call

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

Members absent: Mr. Bortner, Mr. Kauffman (arrived at 6:02 P.M.)

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

Also Present: Mr. Albin, Mrs. Frock, Mr. Czap, Mr. Hershner, Mr. Wentz, Mr. Stahlman, Dr. Krout, Mrs. Brown, Mrs. Dubbs, Debbie Sell, Teresa Erdman, HEA; Priscilla Wolff, Laurie Menges, Kalli Balafatas, Maria Balafatas, Stevie Little, David Harnish, Heather Faulhefer, Evening Sun.

Recognition of Visitors and Public Comments

Teresa Erdman thanked the Board for the gifts that were given to the staff during American Education Week and also recognizing the retirees with a dinner. She presented books to the Board donated by York County Coordinating Council to be distributed to school libraries for students in grades 3-5.

Chuck Thomas from William F. Goodling Advanced Skills Center gave a presentation on their Center. It would allow High School Seniors that have enough credits be released to this program which would give them training for higher paying jobs as a skilled laborer. Students that participate in the program have a 90% graduation rate and an 85% job rate. Mr. Thomas would be able to find funding from area businesses for the first year, but after the first year the cost would be approximately \$5,000 per student. This program is a pure school to work program and will be located in Hanover.

DISCUSSION:

Mr. Zeigler felt it was a good program but it should be considered how this would impact future budgets. Mr. Kauffman felt it was a really good program and we need to find a way to do it.

BOARD ACTION:

Dr. O'Connor made a motion to endorse the program as presented and allow the Center to advertise with the School District. Seconded by Mr. Kauffman and passed on a vote of 8-0.

Approval of Minutes from Past Meetings

The Board was requested to approve the minutes of the Board Meetings May 12, 2008. (enclosure)

BOARD ACTION:

Mrs. Lingg made a motion to approve the minutes as presented. Seconded by Mrs. Smith and passed on a vote of 8-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

2

Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate)

Thursday night is the musical program at YorkTech “Salute to Those Who Served” which will honor veterans. The program will be available on the school’s website.

Recreation – Lingg, Chair; Kauffman (Alternate)

There was a meeting on Thursday evening. An item is listed on tonight’s agenda to approve the purchase of two basketball rims and four nets for installation at Hanover Street. Two rims already owned by the District will also be installed.

Policy Committee – West, Chair; A. Smith, Lingg

Mr. West stated that there are policies to be tentatively adopted later in the meeting. Future policies to be discussed will be 916 Volunteer and 412 Supervision and Evaluation. He noted that the priority policies are now posted on the school’s website.

Student Board Member Report - None

Superintendent’s Report – Dr. Wesley Doll

The following retirees were recognized:

Graham Campbell – 38 years of service

Deanna Feeser – 25 years of service

Stephanie Little – 22 years of service

Laura Menges – 15 years of service

Patricia Russell – 37 years of service

Priscilla Wolff – 35 years of service

There will be an update regarding the grant for the Classrooms of the Future at and upcoming Board meeting.

There was a small group meeting regarding the Strategic Plan on Friday in regard to the Special Education portion. Dr. Doll, Art Smith, and Lois Gunnet met. An extension was received on parts of the Strategic Plan. The Special Education portion was submitted but is still in tentative stages. A final submission will be done at a later date.

Mrs. Smith issued an invitation for the Middle School Musical which will be held on Friday, May 30, and Saturday, May 31, beginning at 7:30 P.M. She wanted to thank the Board members who attended the academic awards. The Middle School is working to transition the fourth grade students. They will be visiting the Middle School this week and there will be a discussion with parents to make the transition easier for them.

Mr. Albin invited the Board to attend the Clearview family picnic which will be taking place at Clearview on Thursday, May 29, beginning at 4:30 P.M.

Legal Report

Mr. Yingst gave an update regarding VIDA Charter School. They would like to conduct a hearing at the next Board meeting on June 9. Since the Charter School is now proposed to be in the Gettysburg District, a hearing does not have to take place at Hanover.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

3

DISCUSSION:

Dr. O'Connor wondered that since we already entered into a hearing before, does the state require that we revisit the changes. Mr. Yingst felt that since the location has changed and we are no longer required to take action that it wouldn't be a requirement.

BOARD ACTION:

Mr. Zeigler made a motion that the Board enter into being a chartering district of the VIDA Charter School and have a hearing. Seconded by Mrs. Lingg and was defeated on a roll call vote of 0-8.

Standing motions regarding personnel

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

Substitute Employee:

Carole Baublitz-Frederick, all substitute positions with the district, effective May 9, 2008. Mrs. Frederick has obtained full-time employment.

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

Classified Employees:

Natalie Barnhart, third shift full-time custodian, effective date to be determined. Rate of compensation will be \$9.39 per hour (**enclosure**).

Substitute Employees:

Julia Schmidt, day-to-day substitute teacher, effective May 14, 2008. Rate of compensation will be \$95.00 per day.

Summer Employment - Effective June 9, 2008 at the appropriate hourly rate.

Regular Summer Workers-

William Donelson and **Derek Sneeringer**- change from substitute summer worker to regular summer worker

Trevor Little

Substitute Summer Worker-

Alisha Diehl

Summer Human Resource Intern-

LeeAnn Eline

Supplemental Employee:

Marie Smith, sophomore class advisor, effective May 1, 1008, for the remainder of the 2007-2008 school year. Total rate of compensation \$997.00 will be prorated for time worked for the remainder of the school year.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

4

Alisha Diehl, regular student custodian, effective May 27, 2008. Rate of compensation will be \$7.15 per hour.

Leaves of Absences- The Board was requested to approve the following requests for leaves of absences:

Sarah Enoff, medical and uncompensated leave of absence for restoration of health effective May 20, 2008, through the end of the 2007-2008 school year. Mrs. Enoff will be using paid time prior to beginning leave without pay.

Roger Greer, medical leave of absence, effective May 28, 2008, to approximately August 1, 2008. Mr. Greer will use paid leave during his absence.

Joann McGee, medical and FMLA leave of absence, effective April 29, 2008, through May 16, 2008. Ms. McGee will use paid leave prior to beginning uncompensated FMLA leave.

Job Description- The Board was requested to approve the revised job description for the Supervisor of Special Education (**enclosure**).

BOARD ACTION:

Mr. Zeigler made a motion to accept the employment items as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Standing motions regarding Curriculum and Technology

Board Policies -- The Board was requested to discuss and approve the tentative adoption of revisions to Board Policies: (**enclosures**)

- 303 Employment of Administrators
- 404 Employment of Professional Employees
- 504 Employment of Classified Employees
- 901 Public Relations Objectives

DISCUSSION:

Mrs. Smith questioned the wording regarding Title I using the term “paraprofessionals” in policy 504. Mr. West stated that the language in for Title I for teacher assistants used the term “paraprofessionals”. Not every teacher assistant will be a paraprofessional. There are none currently. Dr. O’Connor questioned the part where you shall have formal assessment. Dr. O’Connor proposed that we should add Board approval prior to posting any openings. Mrs. Frock felt especially with the professional and classified employees time would be a constraint and could push the process back by two to three weeks. Mr. Smith stated that it would be better not to keep the prospective employee hanging. Dr. O’Connor added it was healthier to have discussion up front rather than later when an employee is proposed on the agenda.

BOARD ACTION:

Dr. O’Connor made a motion to change policies 303, 404, and 504 to read “approve the advertisement of the position”. Seconded by Mr. Zeigler and passed on a vote of 8-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

5

DISCUSSION:

Dr. O'Connor felt that it should be listed on the policy that data should be collected as to why people leave the district. Mr. Zeigler didn't think it needs to be listed in policy and that it could just be done. Mrs. Lingg felt that if it was a quality thing that we need policy to enforce. Mrs. Frock stated that it was addressed in the packet. Dr. O'Connor thought it was valuable data to have.

MOTION:

Dr. O'Connor made a motion to add "Should any employee vacate a position for any reason except termination, the Board instructs the Superintendent, or designee, to assess the reason(s) why that employee chose to vacate the position. This method of assessment shall take all measures necessary to maintain accuracy, reliability, and credibility. The Superintendent or designee shall include all such reasons in a report to the Board. Seconded by Mrs. Lingg and was defeated on a roll call vote of 4-4. Mr. Kauffman, Mr. Smith, Mr. West and Mr. Zeigler voted negative.

MOTION:

Dr. O'Connor made a motion to add wording to policy 404 on page 2 "but may establish and implement other application requirements" to "but the district may establish and implement other application requirements". Seconded by Mr. West and passed on a vote of 8-0.

DISCUSSION:

Dr. O'Connor questioned the nepotism part of the policy on how it will be implemented. For instance, a building principal related to the prospective employee could not recommend them for a job. Mrs. Frock stated that she checked many other policies and this was the most complete wording used in regard to nepotism.

MOTION:

Mr. West made a motion to accept the tentative adoption of the policies with the amendments. Seconded by Mrs. Lingg and passed on a vote of 8-0.

Memorandum of Understanding – August 21, 2008 In-Service – Board approval for the Memorandum of Understanding concerning the August 21, 2008 In-Service. **(enclosures)**

DISCUSSION:

Mrs. Hersh wondered if this was a new Memorandum of Understanding. Mr. West stated that it has been done for three to four years.

BOARD ACTION:

Mrs. Lingg made a motion to accept the Memorandum of Understanding as presented. Seconded by Mrs. Smith and passed on a vote of 8-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

6

Standing motions regarding Finance:

Athletic Trainer – The Board was requested to approve an agreement with Hanover Hospital t/a Hanover Rehab Centers to provide athletic training services to the District for the 2008-2009 school year. The basic fee for the services will be \$17,640 for the 2008-2009 school year (\$17,000 in 2007-2008), payable at an hourly rate of \$17.50/hr. (\$16.87/hr in 2007-2008) to a maximum of 1,008 hours (28 hours per week for 36 weeks). In addition, trainer hours exceeding 1,008 hours shall be billed at an hourly rate of \$20/hr. Coverage by an athletic trainer for two weeks of football camp shall be provided at a flat fee of \$2,000 (\$1,600 for 2007-2008). This item was presented for discussion at a previous board meeting

BOARD ACTION:

Dr. O'Connor made a motion to accept the agreement with Hanover Hospital for the athletic trainer as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Transportation Quotes – The Board was requested to approve transportation for the 2008-2009 school year with F & S Transportation, Inc. at a rate of \$78.48 per bus per day, \$2.38 per mile for trips over 20 miles and driver layover costs of \$18.93 per hour (**enclosures**).

BOARD ACTION:

Dr. O'Connor made a motion to accept the transportation quotes as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

LIU Bid Approval – The Board was requested to approve the following bids from the LIU Joint Purchasing Board (**enclosures**)

<u>Art Supplies</u>	
Blick Art Materials	\$ 118.07
Cascade School Supplies	\$1,378.21
Commerical Art Supply	\$ 529.15
Elgin School Supply	\$ 54.02
Kurtz Brothers	\$1,736.99
National Art & School Supplies	\$3,679.94
Pyramid School Products	\$1,015.61
School Specialty	\$ 844.59
Standard Stationery Supply	\$ 173.07
Total	\$9,529.65

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

7

Custodial Supplies

Airwick Professional Products	\$ 690.76
Bond Sanitary Products	\$ 1,130.94
Calico Industries, Inc.	\$ 6,813.45
Hillyard, Inc.	\$ 9,704.18
Holt Paper and Chemical	\$ 181.26
Mike Cummings Company, Inc.	\$ 951.08
Quaker City Paper	\$ 5,362.57
Sherwin-Williams Company	\$ 3,219.50
Xpedx-Harrisburg	\$ 5,589.92

Total \$33,643.66

General Supplies

Cascade School Supplies	\$ 2,935.92
Elgin School Supply	\$ 2,130.14
Kurtz Brothers	\$ 3,321.98
National Art & School Supplies	\$ 3,322.91
Office Basics	\$ 1,420.70
Pyramid School Products	\$ 3,673.58
School Specialty	\$ 3,536.25
Standard Stationery Supply	\$ 1,665.51
Total	\$22,006.99

Paper Supplies

Kurtz Brothers	\$ 5,277.71
Lindenmeyer Munroe	\$ 3,994.59
Ris Paper Co., Inc.	\$12,737.85
School Specialty	\$ 807.38

Total \$22,817.53

BOARD ACTION:

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

Grants Approval – The Board was requested to approve grants from York County Alliance for Learning for the following staff members:

David Harnish (Educator in the Workplace) \$1,000

Sara Little (Purchase of scanner and digital drawing tablets for computer graphics) \$1,500

Jennifer Strevig (Purchase of computer projector for ESL classroom) \$701.94

BOARD ACTION:

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

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

8

Monthly Reports – The Board was requested to approve the following reports for the month of April (**enclosure**):

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

BOARD ACTION:

Dr. O'Connor made a motion to approve the monthly reports as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Check Registers – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts, Building Project, Cafeteria and Capital Reserve (**enclosure**)

DISCUSSION:

Dr. O'Connor noted the fact that the High School raised \$1,000 for cystic fibrosis and \$4,400 for the Four Diamonds Fund. He commended them on their efforts. He questioned the large amount of money needed to be spent for refreshments for the PSSA testing at the Middle School. He noted that there was no evidence that better results are achieved through snacks. Mrs. Smith stated that research shows that hydration is needed for the brain and they are testing four grade levels. Many students do not have breakfast. Dr. O'Connor felt that the money may be better spent on a computer program that better prepares students for the PSSA testing. There was a suggestion that the school approach local businesses for help with the snacks. Mr. Wentz will check to see if the whole Walmart bill was for food. The register only lists the first line item on the bill.

BOARD ACTION:

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

Board Treasurer for 2008-2009 – The Board was requested to accept nominations for Board Treasurer for the 2008-2009 fiscal year. (The insurance advisor will be directed to secure the proper bond for the Board Treasurer.)

BOARD ACTION:

Mr. West made a motion to nominate Mr. Kauffman for Board Treasurer for the 2008-2009 fiscal year. Seconded by Mr. Zeigler and passed on a roll call vote of 8-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

9

Property Tax Relief from State - INFORMATIONAL ITEM ONLY (enclosures)

Mr. Wentz gave an update regarding the Tax Relief with the Homestead/Farmstead Act. The rate of participation was 64%. The rate reduction would be applied to the assessed value of the Homeowner's property. The district will be receiving two payments. Ninety-four percent of the homeowners participating in the program will be seeing a decrease in taxes even with the proposed .77 mill tax increase. Next year's amounts will depend on increased participation and gaming projections.

Standing motions regarding Facilities:

High School Parking Lot Maintenance – The Board was requested to approve the bid for high school parking lot maintenance to The Breneman Company at a cost of \$17,300 to be paid out of the capital reserve fund. (There were 3 bidders) **(enclosures)**

BOARD ACTION:

Dr. O'Connor made a motion to approve the bid for the High School parking lot maintenance as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Stadium Recommendation – The Board was requested to direct the stadium committee as to the Board's direction regarding the location of the stadium and track.

DISCUSSION:

Dr. O'Connor stated that the stadium committee is researching costs at different areas and the Board is not prepared to vote on this yet. Mr. Wentz cautioned the Board on delaying a decision and the possible effect on timelines and costs.

BOARD ACTION:

Mr. Zeigler made a motion to table the stadium recommendation until the committee is able to give a full report with figures. Seconded by Mrs. Lingg and passed on a vote of 8-0.

Hanover Street Basketball Rims – The Board was requested to approve the purchase of two basketball rims and four nets for installation at Hanover Street. Two rims already at the District would also be installed. Included is Board approval to transfer the approximate cost of \$500 from budgetary reserve to the Hanover Street budget for purchase.

BOARD ACTION:

Dr. O'Connor made a motion to approve the purchase of two basketball rims and four nets for installation at Hanover Street as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Tree Removal High School and Sheppard Myers Stadium – The Board was requested to approve the removal of trees and stumps at the High School and Sheppard Myers Stadium at a total cost of \$8,585.00 to be paid out of the capital reserve fund.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MINUTES

May 27, 2008

10

DISCUSSION:

The trees at the high school are located at the back parking lot at the administration office. The other trees located at Sheppard Myers Stadium keep the track from drying out and are also in danger of falling on the fence. Mr. Stahlman stated that they are dangerous trees. Mrs. Smith wondered if we could split the approval and approve the High School trees first. It was felt that we shouldn't spend money at the field until a decision is made. Mr. Smith felt it could be done with volunteers. Mr. Stahlman stated the cost to rent a stump grinder and removal of everything would cost a couple of thousand dollars.

BOARD ACTION:

Mrs. Lingg made a motion to table the request. Seconded by Mrs. Smith and passed on a vote of 8-0.

Old Business - None

Other Business

The PIAA officials are refusing to referee games at Sheppard and Myers until they have a decent place to change and shower. Many options were discussed including a trailer, having all away games, the football team wait outside until the officials change and shower. Other locations were discussed for officials to use including Hanover Street and the High School. The Hanover Street showers are currently being used for storage. A suggestion was made to look at sharing stadiums with another district. A suggestion was made that maintenance could maybe remodel the storage area into a shower and place for officials to change. Mr. Smith wondered if anyone knew anything about drawings of the football field so we knew where the underground pipes ran. Someone suggested John Beddia from Crabtree and Rohrbaugh or John Grimes, a former facilities manager.

Next meeting date:

The next meeting will be Monday, June 9, 2008, at 6:00 P.M. in the Boardroom.

Adjournment

The meeting was adjourned at 8:30 P.M.