

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

Monday, December 1, 2008

Immediately following the Reorganization Meeting

A. Opening Business

Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:10 P.M.

Pledge of Allegiance

Roll Call - Board members present: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Also Present - Mr. Wentz, Mrs. Dubbs, Mrs. Gunnet, Mr. Stahlman, Mr. Klenk, Ms. McDermitt, Dr. Doll, Dr. Krout, Bonnie Bowers, Lori Smith, Linda Yowaiski, HPESPA; Heather Faulhefer, Evening Sun

B. Recognition of Visitors and Public Comment:

Curtis Roberts along with an octet from the High School presented two musical selections. The first was "And So It Goes" and the second was "Prayer of the Children". Those participating were Devan Barnes, Emily Robart, Mary Kate Higgins, Ashley Brown, Sara Saltzbaugh, Lyna Tran, Emily Laughman and Sara Rutters. There will be a Christmas concert on December 17 at the High School.

C. Legal Report: Mr. Yingst – No report

D. New Business

1. Standing Motions Regarding Personnel

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

Professional Employee:

JoAnn Bauer, high school mathematics teacher, effective January 20, 2009. Mrs. Bauer will be retiring with 28.5 years of service with the Hanover Public School District. Approval is requested to advertise for this position.

BOARD ACTION:

Dr. O'Connor made a motion to approve the retirement as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 9-0.

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

Classified Employee(s):

Brian Baughman, full-time custodian, effective immediately. Mr. Baughman was originally hired at the November 10, 2008, Board meeting, but has not completed the necessary pre-employment requirements. Permission is requested to readvertise the position.

Substitute Employee(s):

Amanda Thomason, day-to-day substitute teacher, effective immediately. Ms. Thomason has obtained full-time employment.

BOARD ACTION:

Mr. Bortner made a motion to approve the resignations as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 9-0.

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

Substitute Employee:

Joel Branin, day-to-day substitute teacher, effective immediately. Rate of compensation will be \$95.00 per day.

BOARD ACTION:

Dr. O'Connor made a motion to approve the employment item as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 9-0.

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

Jane Smith, custodian, request for uncompensated FMLA leave for medical reasons, effective November 12, 2008, not to exceed allowable twelve weeks of FMLA leave.

BOARD ACTION:

Mr. Zeigler made a motion to approve the leave of absence as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 9-0.

2. **Standing Motions Regarding Curriculum & Technology**

- a) **Board Policy** – The Board was requested to discuss and approve the tentative adoption of Board Policy (**enclosure**):
- 801 Public Records

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- b) **Board Regulation** – The Board was requested to discuss and approve the tentative adoption of Board Regulations (**enclosures**):

- 801-AR Exempted Records
- 801-AR-1 Disclosure/Production of Certain Records
- 801-AR-2 Fees for Public Records Requests

DISCUSSION:

Dr. O'Connor felt that two item numbers should be added to the Board Policy 801 on page 3. Number 5 should be "Financial reports included but not limited to Financial Report and Budget." Number 6 should be "Minutes of all meetings, agendas and all recording of all meetings which exist". Dr. O'Connor felt that it might relieve the need for all the paper. Mr. Zeigler felt that we may still be required to have the paper copies for auditing. Mr. West felt that keeping all the information on the website could have some technical difficulties because of file size. There could be some technical limitations due to the space on the server. Dr. O'Connor said that he could remove the mention of video. Mr. Bortner wondered who was the Open Records Officer. Dr. Dillon stated that it was Mr. Wentz. Dr. O'Connor wondered if the fees are established. Mr. Bortner mentioned the figure of \$100. Dr. Dillon stated that there was a prepayment in excess of \$100. Mr. Yingst recommended against making a fee schedule in regulations. That way there is no need to change the fee schedule all the time. Mr. Smith stated that the date should be added to the regulations when they are approved.

BOARD ACTION:

Mrs. Lingg made a motion to approve the policies and regulations with the additional items added to policy 801 as discussed. Seconded by Mr. West and passed on a vote of 9-0.

4. **Standing Motions Regarding Finance**

- a) **Monthly Reports** – The Board was requested to approve the following reports for the month of October (**enclosures**):

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

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DISCUSSION:

Dr. O'Connor wondered about Fund 10 on page 1 in reference to the special education emotional support. It shows that it is 185% over budget. He wondered if we are on target for special education costs. Mr. Wentz stated that we are on target or maybe a little lower. Special Education costs are grouped all under function 1200.

BOARD ACTION:

Mr. Kauffman made a motion to approve the monthly reports as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

5. **Standing Motions Regarding Facilities** – Dr. O'Connor wondered when the first meeting will be held to discuss facilities. Mr. Smith stated that the newly formed Building and Grounds committee will set the date of the first meeting.
6. **Old Business** - None
7. **New Business** - None
8. **Next Meeting Date:** The next meeting will be Wednesday, December 17, 2008, at 7:15 P.M. in the Boardroom.

ADJOURNMENT:

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mr. Zeigler. The meeting was adjourned at 6:30 P.M.