

**HANOVER PUBLIC SCHOOL DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

Monday, February 23, 2009

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.

Pledge of Allegiance

Roll Call

Board Members present: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. Zeigler

Board Member absent: Mr. West

Student Board Members absent: Lyna Tran, Gabriel Rosenbrien, Alex Daubert (Alternate)

Also Present : Dr. Dillon, Mr. Yingst, Mr. Klenk, Mr. Hershner, Ms. McDermitt, Dr. Doll, Mrs. Brown, Mr. Lehman, Dr. Krout, Mr. Wentz, Mrs. Dubbs, Mr. Samuelsen, Wayne Topper, Oliver Steger, Barb Sanders, Patrick Sanders, Bob Larsen, Heather Faulhefer, Evening Sun; Teresa Erdman, HEA; Linda Yowaiski, HPESPA.

B. Recognition of Visitors and Public Comments

Oliver Steger, 301 Stock Street and a former board member, spoke in regard to the Middle School roof. He stated that it was never right from the very beginning. He was in favor of suing the contractor that put the roof on, but the District was never able to do it. He felt bad for it causing a financial debt now. He also gave Mr. Smith information regarding use of power for the District. Past Board members did a study in regard to power usage. He also wondered how much the green school is saving the District.

Mr. Bortner spoke in reference to an article that was printed in the Evening Sun regarding his not paying his property taxes. He wanted to apologize to the members of the Board who were not part of the Common Sense Group for some remarks printed in the article. He stated that he has no remorse for his personal actions, no intention of quitting, or discussing the issue publicly any further.

C. Approval of Minutes from Past Meeting

The Board was requested to approve the minutes of the Board Meetings January 26, 2009, and February 9, 2009 (**enclosures**).

BOARD ACTION:

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

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D. Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate) – The last meeting was held on January 29. The culinary arts group made a dinner for the Board Members as part of the Board Appreciation Month. The meeting dates were set for 2009. A donation of a greenhouse worth \$30,000 was given to the horticulture students to be assembled at the school. The Board policies are now on the York Tech website. The Project Harmony group ran a program “Think Before You Speak”. A Mix It Up Day was held where students sat with someone they didn’t know. The next meeting will be Thursday, February 26.

Recreation – Lingg, Chair; Kauffman (Alternate) – The next meeting is Thursday, February 26.

PN Advisory – Hersh, Chair; A. Smith (Alternate) – No Report

Meet & Discuss Professional – West, Chair; O’Connor, D. Smith – No Report

Meet & Discuss Classified – D. Smith, Chair; Hersh, O’Connor – No Report

Meet & Discuss Administrative – O’Connor, Chair; Kauffman, D. Smith – No Report

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate) – The wage tax is now being taken away from the local and move to the county due to some of the problems in Pittsburgh. The next meeting will be Tuesday, February 24, at South Western.

Lincoln Intermediate Unit Insurance Trust – West, Representative; BJ Frock (Alternate) – No Report

Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative;
A. Smith (Alternate) – No Report

Superintendent’s Advisory Council – A. Smith, Chair; O’Connor (Alternate) – The next meeting will be in April.

Policy Committee – West, Chair; A. Smith, Lingg – No Report

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O’Connor – No Report

Community Relations Committee – A. Smith, Chair; D. Smith, Kauffman, Zeigler – No Report

Student Board Members Report – Tran, Rosenbrien, Daubert (Alternate) – No Report

E. Superintendent’s Report

Dave Fry gave an update on Firefly, the student information system. It covers grade book, student records, discipline, attendance, scheduling and curriculum. Dr. O’Connor wondered if grade book was difficult. Mr. Fry stated that options were added so the teachers could change grade book to their way. Parents now have access to their child’s grades. Fifty percent of the parents are using this feature. It has been really

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successful so far. Mrs. Erdman, a chemistry teacher, stated that the teachers were a little hesitant about this but now they think it is wonderful. Student assignments are being made up because of parent involvement. Dr. O'Connor wondered if we still buy a scheduler. Mr. Fry stated that the High School is still being bought but the Middle School and Elementary use Firefly. Firefly's access to PIMS has been labor intensive but should make it easier. We now use PA secure ID which replaces the need for the student's social security. The school year 07-08 was the first year for Firefly. Dr. O'Connor wondered if it could be opened up to other Districts. Mr. Fry stated that other districts could give us new features and would be open to outsourcing. If we outsource, we would not have to provide help. If you sell the program, you do have to provide help. Dr. Doll stated that adding the curriculum to Firefly has been put on hold due to Learning Focused Schools. Dr. O'Connor stated that it is an amazing system.

F. Legal Report – Mr. Yingst stated that he has looked at the architect contracts, which will be discussed later in the meeting.

G. Standing motions regarding personnel

1) **Resignation-** The Board was requested to approve the following resignations:

Substitute Employee:

Jane McMahon-Gilly, substitute school nurse, effective immediately. Ms. Gilly has obtained full-time employment.

Supplemental Employee:

Matthew Sheaffer, Clearview Intramural #1, effective immediately.

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

Supplemental Employee:

Holly Dell, Clearview intramural # 1, effective for the 2008-2009 school year. Rate of compensation will be \$434.00 (**enclosure**).

Substitute Employees:

Tiffany Springsted, Stephanie Tomecek, Jennifer Warner, Neil Groft, and Jody Bamford, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

BOARD ACTION:

Mrs. Hersh made a motion to approve the resignations and employment items as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

3) **NEW BUSINESS:**

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

Administrative Employee:

Joseph Albin, principal of Clearview Elementary, effective date to be determined but no later than 60 days of resignation. Mr. Albin has obtained employment elsewhere. Approval is requested to advertise for the position.

Classified Employee:

Joyce Wargny, secretary to the Business Manager, effective March 2, 2009. Approval is requested to advertise for the position.

DISCUSSION:

Mr. Zeigler stated that he hated to see Mr. Albin go. He felt that Mr. Albin was respected and welcoming. He felt that he made his mark on Hanover Public School District and will be hard to replace. Dr. O'Connor stated that he felt that the approval to advertise should be removed from both resignations. Mr. Zeigler felt it should stay. Dr. O'Connor stated that the Board has a duty to look at whether the jobs are really needed when there is a resignation. He thought that the votes on the resignations should be separated from the approval to advertise for the positions.

BOARD ACTION:

Mr. Bortner made a motion to approve the resignations as presented. Seconded by Mrs. Lingg. Mr. Bortner made a motion to approve the resignations without the last sentence regarding approval to advertise for the position. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

DISCUSSION:

Mrs. Hersh stated that the Board is not doing their duty if we don't hire another principal. Mr. Smith stated they want to evaluate the position before it is advertised and that the Board should discuss. Dr. O'Connor stated that they want to discuss the different options. The Board would like a little more discussion regarding the position. They would like to look at paperwork and look at different alternatives.

BOARD ACTION:

Dr. O'Connor made a motion to table the approval to advertise for both of the positions. Seconded by Mr. Bortner and passed on a roll call vote of 5-3. Mr. Zeigler, Mr. Kauffman and Mrs. Hersh cast the negative votes.

- b) **Agreement Approval** -The Board was requested to approve the Severance Agreement and General Release for the Facilities Engineer (**enclosure**).

BOARD ACTION:

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

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

Classified Employee:

Joshua Wolabaugh, computer technician I, effective February 24, 2009. Rate of compensation will be \$13.90 per hour (**enclosure**).

Substitute Employees:

Wendy Davis, extended custodial substitute effective immediately. Rate of compensation will be \$9.53 per hour. Ms. Davis will be filling in during the leave of Ms. Miller (**enclosure**).

Vanessa Wildasin, Jenna Frederick, and Stephanie Lawrence, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

Carolyn Owens, substitute clerical, effective upon completion of all paperwork. Rate of compensation will be \$9.53 per hour.

BOARD ACTION:

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

H. Standing motions regarding Curriculum and Technology

- 1) **Board Policies** – The Board was requested to approve the final adoption to:
(enclosures)
 - 140.1 Extracurricular Participation by Charter/Cyber Students
 - 211 Student Accident Insurance
- 2) **2009-2010 District Calendar** -- The Board was requested to approve the 2009-2010 District Calendar (**enclosure**).

DISCUSSION:

Mr. Smith wondered about the calendar and the start date for school due to the timeline for practice time for fall sports. Dr. Dillon stated that a poll was taken in regard to the start date. All schools in Adams County and 14 or 18 York County are starting the same week as our calendar states. Dr. O'Connor stated that this timeline would only give six days before school starts for practices. Dr. Dillon stated that all of the Superintendents from York County met and decided to start a certain week. Dr. O'Connor wondered if it would be a detriment to our children who play sports. Mr. Klenk stated that he spoke with football coaches. The difference is the PIAA has changed the start date for sports. The first football scrimmages are August 22nd and 29th. It was stated that everyone is

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playing by the same rules. Mrs. Lingg stated that she would have a problem with it if we were the only one starting at that time.

BOARD ACTION:

Dr. O'Connor made a motion to approve the Board Policies and 2009-2010 District Calendar as presented. Seconded by Mrs. Smith and passed on a vote of 8-0.

- 3) **New Business:** None

I. Standing motions regarding Finance

- 1) **2007-2008 Audit Report** – The Board was requested to approve the 2007-2008 local audit report.

BOARD ACTION:

Mr. Zeigler made a motion to approve the 2007-2008 audit report as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 2) **New Business:**

- a) **Check Registers** – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$2,453,442.71, Building Project totaling \$1,828.75, Cafeteria totaling \$16,787.04 and Capital Reserve totaling \$0. Grand total \$2,472,058.50 (**enclosure**).

BOARD ACTION:

Mrs. Lingg made a motion to approve the check registers as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

J. Standing motions regarding Facilities

- 1) **New Business:**

- a) **Architect** – The Board was requested to appoint Jim Baumgardner as the architect of the Hanover Street elementary building project.

DISCUSSION:

Mr. Zeigler felt that this motion and the next were linked. Mr. Wentz stated that this is just the appointment of the architect and not approving the contract.

BOARD ACTION:

Mr. Bortner made a motion to approve the appointment of the architect as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 6-2. Mr. Kauffman and Mr. Zeigler cast negative votes.

- b) **Architect Contracts** – The Board was requested to approve the architect contract with James Baumgardner for the Middle School Re-Roofing Project, Washington Elementary Project, Hanover Street Elementary Project, and Sheppard and Myers Athletic Field Project (**enclosure**).

DISCUSSION:

Mr. Zeigler had a question about the on site building supervisor at what rate and what that would add to the contract costs. Mr. Yingst stated that it depends on who is there. The cost is not included in the contract. He also stated that the architect is not the clerk of works and not the supervisor of the contract. They would check on the quality of materials and mediate disputes. Mr. Smith stated that is an option we have. Mr. Yingst stated that the Building and Grounds Committee should have a pretty good idea of the project before started because the architect is compensated based on the work to be done. The scope of the project should be pretty close. Mr. Zeigler stated the Mr. Baumgardner made it pretty clear that the estimated amounts listed for the jobs were not his numbers. Mr. Kauffman wondered if the Board will be getting any input from the community members. Mr. Zeigler stated that the last time a renovation project was done that many people came up with information. Dr. O'Connor stated that if the plan is above a certain percent there has to be an Act 34 hearing. If it is below that percent, there is no need for a hearing. Mr. Kauffman felt that the amounts should not be written in stone. Mrs. Lingg stated that it is a process we are going through. Mr. Yingst stated that there are provisions that if it exceeds the amount adjustments could be made. Mr. Kauffman wondered where the four million dollar amount came from Hanover Street. He also wondered if the mold issue is going to be addressed at Washington so it does not happen again. Mrs. Lingg stated that would be resolved with the new heating system. Mr. Kauffman stated that pages 3 and 4 were missing from the Washington contract. Mr. Yingst stated that those pages were the same as for Hanover Street. Dr. O'Connor felt that the big worry is the Middle School roof. He felt that the roofing project contract should be approved immediately. Mrs. Lingg wondered if the date was the only issue for the rest. Mr. Bortner stated that he didn't want to wait another month. Mr. Kauffman stated that the four million dollar figure was never given. Dr. O'Connor noted that the architect would be getting six percent of four million for Hanover Street, six percent of four million for Washington, and six percent of two million for Sheppard and Myers. Mr. Kauffman wondered if the cost included moving the students. Dr. O'Connor stated that most of the work inside could be done in the summer. Mr. Yingst pointed out that article 5.3 asks the District to identify a representative on the District's behalf with respect to the Projects. Mr. Bortner wondered if it could be one or more. Mr. Yingst stated that we need a contact person. Dr. O'Connor suggested Tony Grimes or Troy Wentz.

BOARD ACTION:

Mr. Zeigler called the question for a vote. Seconded by Mr. Kauffman and failed on a 3-5 vote. The negative votes were cast by Mr. Bortner, Mrs. Lingg, Dr. O'Connor, Mrs. Smith, and Mr. Smith. The discussion remained open.

DISCUSSION:

Mr. Yingst noted that on the contract it states that any dispute not handled would be in court rather than arbitration. He felt there were similar costs either way. He really didn't have a preference. He stated that usually arbitration can be quicker. Mr. Smith wondered if it would be helpful to strike the dollar amount. Mr. Yingst stated that it was a draft only. Dr. O'Connor stated that there should be a limit and then let the architect fit the project. Mrs. Lingg stated that it should be approved with the following: pending alteration of start and ending dates. She felt that Mr. Yingst should talk with Mr. Baumgardner about the items that were discussed.

BOARD ACTION:

Mrs. Lingg made a motion to approve the architect contracts as presented. Seconded by Dr. O'Connor. Mrs. Lingg withdrew her motion and was seconded by Dr. O'Connor.

DISCUSSION:

Mr. Kauffman wondered about the scope for the project of the Middle School roof. Mrs. Lingg stated that it hasn't been established because of the need for an engineer.

BOARD ACTION:

Mrs. Lingg made a motion to approve the roof contract at the Middle School with no changes. Seconded by Dr. O'Connor and was passed on a roll call vote of 7-1. Mr. Kauffman cast the negative vote.

DISCUSSION:

Dr. O'Connor stated in regard to the Sheppard and Myers stadium the construction date should be a year from now so the dates need to be changed. Mrs. Lingg felt that we should wait until the next board meeting for dates. The architect would be paid for 12 months of services. The cost for Sheppard and Myers would be \$2 million and \$4 million for the rest of the schools. Mr. Smith wondered about the \$4 million for Hanover Street since a cost was not given before. Mr. Bortner stated that he was content with the dates.

BOARD ACTION:

Mr. Bortner made a motion to accept the contract as written for Hanover Street but to review the starting dates and finish dates and period of service. Mrs. Smith seconded the motion and passed on a roll call vote of 6-2. Mr. Kauffman and Mr. Zeigler cast the negative votes.

BOARD ACTION:

Dr. O'Connor made a motion for Washington and Sheppard and Myers field starting dates and period of services for Washington. Seconded by Mrs. Lingg and passed on a roll call vote of 6-2. Mr. Kauffman and Mr. Zeigler cast the negative votes.

DISCUSSION:

Mr. Yingst will get in touch with Mr. Baumgardner about the changes. Mr. Smith will sign the contracts.

- c) **PDE Self Certification Application** – The Board was requested to approve submission and application of form PDE-3074 for non-reimbursable construction project to the Pennsylvania Department of Education for their approval of plans and specifications for re-roofing of the middle school roof (estimated cost of project - \$500,000).

DISCUSSION:

Mr. Wentz will send the application to Mr. Baumgardner. It should be approved within three weeks.

BOARD ACTION:

Dr. O'Connor made a motion to approve the PDE Self Certification Application as presented. Seconded by Mr. Bortner and passed on a vote of 8-0.

- d) **Facility Rental** – The Board was requested to approve the facility rental of the baseball field by Tim Mummert for June 12, 13 and 14 at a cost of \$10 per hour for a total of \$240.00.

DISCUSSION:

Mr. Wentz stated that he checked with the other schools also involved with the rental. Some schools don't charge anything and some charge the \$10 per hour. Dr. O'Connor wondered whether there would be other costs. Mr. Wentz stated that they are responsible for bringing in the portable potties and lining the fields. The District would mow regularly. None of our man hours would be extra. We would need to have trash containers. Added to the contract could be a phrase added in case the field would need extra man hours following the event. Mr. Zeigler wondered if they need proof of insurance. Mr. Wentz stated that they would need the proof of insurance as stated on the rental agreement. Mr. Smith wondered about driving on the lawn. Mr. Wentz stated that on the agreement it states that there is to be no parking on the grass areas.

BOARD ACTION:

Mr. Bortner made a motion to approve the facility rental as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 8-0.

- e) **Removal of Trees at Sheppard and Myers** – The Board was requested to approve the removal of trees, stumps and application of topsoil at Sheppard and Myers Stadium by American Tree and Stump Removal at a cost of \$4,480, to be paid out of the capital reserve fund.

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DISCUSSION:

Mrs. Hersh wondered if the motion could be added to plant new trees. Mr. Zeigler stated that during construction work the trees could be damaged. Mr. Smith stated that the planting of the trees is typically done last.

BOARD ACTION:

Mrs. Lingg made a motion to approve the removal of trees as Sheppard and Myers as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

K. Old Business

Dr. O'Connor wondered if anyone was interested in the Kutztown tour regarding the one-to-one laptop. Dr. Dillon stated that it would be brought up at the next committee meeting.

L. Other Business

Mr. Zeigler stated that he visited the High School during a visit by Mr. Don McNeill from the Miami Dolphins. He stated that the assembly involved the students. His message was for the students to make the right choices and the students responded well.

M. Next meeting date:

The next Committee meeting will be Monday, March 9, 2009, at 6:00 P.M. in the Boardroom
The next Board meeting will be Monday, March 23, 2009, at 6:00 P.M. in the Boardroom.

N. Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Dr. O'Connor. The meeting was adjourned at 8:10 P.M.