

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

Monday, July 27, 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 6:02 PM

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

Board Members Absent: Mr. Kauffman and Mrs. Smith

Also Present : Mr. Wentz, Michael Thew (Lincoln Intermediate Unit #12), Mr. Grimes, Mr. Hershner, Ms. McDermitt, Dr. Doll, Mrs. Brown, Mrs. Little, Mr. Krupinski, Roberta Greene (Guthrie Memorial Library), Heather Faulhefer (Hanover Evening Sun), Mrs. Erdman (HEA), Mr. Lehman, Janice McCoy, Mrs. Yowaiski (HPESPA), Mrs. Fry, Mr. Harnisch, Kathy Miserindino, James Baumgardner, David Stevens (SW), Anthony Miserindino (SW), Curry Ligon (HHS), Adrianis McCoy (HHS), Abbey Rhodes (HHS), Meredith Brown (HHS).

B. Recognition of Visitors and Public Comments

Kevin Krupinski, Driver's Education Teacher since 2003 spoke concerning prior board discussions of outsourcing the Driver's Education Program. Since 1965 the school district has provided this program at a low cost for the students/parents. The driving program is currently capped at 50 students per year. If outsourced, the cost could be as much as four times the current rate. At times the students currently have trouble paying the \$50 fee. Mr. Smith asked if the fee included the drivers test and Mr. Krupinski indicated that it was. Mrs. Lingg asked if the maximum number of students of 50 is reached and Mr. Krupinski indicated yes.

Informational Item – Jim Baumgardner update on Middle School Re-Roofing, Wilson Avenue curbing and sidewalk and Washington and Hanover Street building projects.

Mr. Baumgardner provided a diagram of the progress of the re-roofing project at the Middle School and indicated that the contractor was optimistic that the project could be completed prior to the start of school. Currently they are waiting on the skylights to arrive and the metal. The project is 2/3 complete.

Mr. Baumgardner indicated that the previously discussed change order for the Wilson Avenue curbing and sidewalk regarding excavation was completed by the Borough and would not need to be done by the District. Currently the Borough is waiting on inlet boxes for the sewer to continue the project.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

2

Washington Elementary Renovations – Mr. Baumgardner met with Dr. Krout last week and completed discussions on the administration, guidance, health and library items. The kitchen will be modeled after Clearview with one requested addition of an additional reach in freezer and the plans will be reviewed with Ms. McDermitt. There have been minor changes to the storage areas in the center of the building and discussions will be held with the Superintendent. The copies of the Plan Con documents will be prepared for Board approval.

Hanover Street Elementary Renovations – Borough was introduced to the idea of widening Eagle Avenue and there was indication that there is not a right of way for the utilities and poles would need to be moved, possibly at District expense. There will be a meeting on Monday, August 3, at Hanover Street at 10 AM to discuss the renovations. Group Hanover will develop a site plan with possibility of not moving the six or seven poles by possibly creating a Boulevard concept. An educational program similar to Washington Elementary project will be pursued and a budget will be developed along with architectural drawings.

Dr. O'Connor asked if more exact cost estimates for Washington Elementary had been received and the answer was not at this time.

A discussion was held regarding the unit ventilators and the peaked roofs regarding noise and quality of construction. Discussion was held regarding the combination music/art room and after reviewing the schedule the room would be empty two out of six day cycle. Reimbursable amounts need to be considered. Mrs. Hersh indicated this was an important topic regarding the music/art room combination.

Mr. Bortner raised a concern about the lumber build up under the white rubber and angle of change at the Middle School Re-Roofing Project. Mr. Baumgardner indicated this was done to eliminate ponding of water. Mrs. Hersh wondered if recent rains caused any leaks and there were none. Currently 4-5 half days have been lost due to the weather and another 2 full days. A meeting on the roof will be held August 3 at 8 AM and it was indicated that it has been a top-notch job to this point.

C. Approval of Minutes from Past Meeting

The Board was requested to approve the minutes of the Board Meetings June 22, 2009, and July 13, 2009 (**enclosures**).

BOARD ACTION:

Dr. O'Connor made a motion to approve the minutes as presented. Seconded by Mr. Bortner and passed on a vote of 7-0.

D. Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate)-Teacher adjustments were made depending upon the number of students enrolled in each program. Dr. Barbara Rupp was approved as Superintendent of Record and Dr. Hupper as consultant to superintendent. Arts and Human Resources department has a new principal. CDL third party testing with Penn Dot has been approved for Class A & B drivers licenses. GED for construction was retained. July

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

3

culinary arts expanded through a new budgeted teacher. Early Childhood Ed increase and works with YWCA. StarTech summer program will be run for English and Math help, funding provided through grants. After School Tutorial for English and Math will continue with Odyssey Software. School lunch prices increased to \$2.55 for students and \$3.85 for adults. The YWCA sublease was approved. Enrollment at July 23 is 1516 students, with additional 59 possible and 51 part time students in tech areas only. Dual enrollment college courses in addition bring in 7 students. The Central Penn Business Journal featured the Stimulus Monies for summer classes with a partnership with Manufacturing Association. Curriculum review in 5 different areas has been done and additional courses in music added. Mr. Smith asked if dual enrollment costs are paid by students and it was indicated that it is.

Recreation – Lingg, Chair; Kauffman (Alternate) – July 23 meeting was held and summer program comes to an end this week after an eight week program with attendance up, especially at Hanover Street. Borough indicated that painting was done at Moul Field fences and light poles, concrete at Restrooms was repaired and electrical box work was completed. New this fall will be an offering of Girl's Fastpitch program for under 12 and under 14 groups.

PN Advisory – Hersh, Chair; A. Smith (Alternate) – Successful graduation was held July 9, the 90th graduation class. Mrs. Lingg indicated the graduation was very nice and complimented Mrs. Brown and her staff.

Meet & Discuss Professional – West, Chair; O'Connor, D. Smith

Meet & Discuss Classified – D. Smith, Chair; Hersh, O'Connor

Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate)

Lincoln Intermediate Unit Insurance Trust – Wentz; BJ Frock (Alternate) – A summer workshop will be held August 6 with various topics from insurance carriers along with discussions on COBRA billings.

Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative;
A. Smith (Alternate)

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate)

Policy Committee – West, Chair; A. Smith, Lingg – July 16 meeting held and next meeting Wednesday, August 12 at 3 PM. Final approvals on some policies this evening and others for tentative approval and a new policy regarding Alternate Ed is on the agenda.

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O'Connor

Community Relations Committee – A. Smith, Chair; D. Smith, Kauffman, Zeigler

E. Superintendent's Report

Student Achievement – All schools made Adequate Yearly Progress (AYP) this past year. The District staff looks forward to analyzing the data much closer. The middle school is no longer in the school improvement process since they made AYP two years in a row.

David Harnish and Kathy Miserindino along with students David Stevens (SW), Anthony Miserindino (SW), Curry Ligon (HHS), Adrianis McCoy (HHS), Abbey Rhodes (HHS), and Meredith Brown (HHS) presented a report on Career Camp 2009 that was done in collaboration with South Western and the Hanover Chamber of Commerce. 22 students participated with 7 from Hanover and all were 9th or 10th graders. This provided opportunities for students to see what is available in Hanover in terms of the job market and the economic outlook, not only for college bound students but those looking to enter a trade. The program stressed advancement is available in either area. Mr. Bortner indicated that it is a good program and emphasis should be on business ownership as well as college bound. Dr. O'Connor asked if the program material is carried over into the school year and discussions are held in classes regarding the program. Mr. Smith indicated that it was nice to partner with South Western and that more opportunities exist to do so.

Dr. Michael Thew from the Lincoln Intermediate Unit #12 presented on the programs available for Early Intervention and Pre-School Services through the LIU #12 and complimented the District on our programs. Dr. O'Connor questioned whether data was gathered comparing those in the LIU programs versus those outside the LIU programs in terms of achievement at higher grade levels. It was indicated that the students progress out of the LIU programs and enter the various School Districts. There are many success stories received.

F. Legal Report - None

G. Standing motions regarding personnel

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

Supplemental Employees:

Jason Weigle, freshman class advisor for the 2009-2010 school year. Rate of compensation will be \$997.00.

BOARD ACTION:

Mr. Bortner made a motion to approve the employment item as presented. Seconded Mrs. Lingg. Passed on a roll call vote of 7-0.

- 2) **Approval to Advertise-** The Board was requested to approve to advertise for the following position:

Full-time Third Shift Custodian

DISCUSSION:

Dr. O'Connor felt that alternatives should be examined since 3rd shift costs more in wages and receives the least supervision. Mr. Smith indicated the personnel committee approved this advertising. Mr. Zeigler indicated this was a replacement position. Mr. Bortner indicated each position should be examined. Mr. Grimes indicated he is already down one position and was looking to fill this position prior to the start of school.

BOARD ACTION:

Mr. Zeigler made a motion to approve the advertising as presented. Seconded by Mrs. Hersh. Dr. O'Connor made a motion to table the motion to have administration look at the necessity of the position and seconded by Mr. Bortner. The motion to table failed on a roll call vote of 2-5. Mrs. Hersh, Mrs. Lingg, Mr. Smith, Mr. West and Mr. Zeigler cast the negative votes. Motion passed on a roll call vote 6-1. Mr. Bortner cast the negative vote.

3) **New Business:**

- a) **Attendance Officer-** The Board was requested to approve the following district personnel as additional attendance officer:

Joel Hain

BOARD ACTION:

Mrs. Lingg made a motion to approve the attendance officer as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 7-0.

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

Professional Employee:

Jennifer Strevig- middle school 6th grade teacher, effective August 1, 2009. Ms. Strevig is relocating out of the area.

Supplemental Employees:

Tyke Conover, Head Varsity Wrestling Coach, effective immediately for personal reasons.

Brad Zeigler, Head Junior High Wrestling Coach, effective immediately for personal reasons.

DISCUSSION:

Mrs. Lingg inquired about the move of an elementary teacher to sixth grade prior to this resignation. It was indicated that due to a maternity leave the teacher had been moved to avoid a furlough. Elementary now has one less teacher to align with class sizes desired by Board.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

6

BOARD ACTION:

Mr. Zeigler made a motion to approve the resignations as presented. Seconded by Mr. Bortner and passed on a roll call vote of 7-0.

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

Supplemental Employees:

Rachel Griffin, assistant marching band director, effective for the 2009-2010 school year. Rate of compensation will be \$1661.00.

Debra Murren, Hanover Street Intramural #1, effective for the 2009-2010 school year. Rate of compensation will be \$483.00.

LPN Employees:

Tracy Martin, part-time LPN instructor, effective June 28, 2009. Rate of compensation will be \$28.00 per hour.

DISCUSSION:

Mr. Bortner asked about the qualifications and instruments played by Rachel Griffin. Mr. Smith indicated this position was hired last year to supplement the marching environment of the band.

BOARD ACTION:

Mrs. Hersh made a motion to approve the employment items as presented. Seconded by Dr. O'Connor and passed on roll call vote of 7-0.

H. Standing motions regarding Curriculum and Technology

- 1) **Board Policies** – The Board was requested to approve the final adoption to (enclosures):

- 535 Family and Medical Leaves – Classified Employees
- 535-R1 The Family and Medical Leave Act
- 334 Sick Leave – Administrative Employees
- 434 Sick Leave – Professional Employees
- 534 Sick Leave – Classified Employees
- 336 Personal, Bereavement and Military Leaves – Administrative Employees
- 436 Personal, Bereavement and Military Leaves – Professional Employees
- 536 Personal, Bereavement and Military Leaves – Classified Employees
- 436.1 Association Leaves – Professional Employees
- 210 Use of Medications

BOARD ACTION:

Mrs. Hersh made a motion to approve the final adoption to the Board Policies as presented. Seconded by Mrs. Lingg and passed on a vote of 7-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

7

2) **New Business:**

- a) **Board Policies and Regulation** – The Board was requested to approve the tentative adoption to **(enclosures)**:

- 008 Organization Plan
- 008-R Line of Responsibility
- 132 Alternative Education

DISCUSSION:

Dr O'Connor questioned the need for additional language to page 2, first paragraph, so it was clear that student must display disruptive behavior and that not one administrator could assign a student to Alternate Ed Program. Change would be made.

BOARD ACTION:

Mr. West made a motion to approve the tentative adoption to the Board Policies and Regulation with changes suggested. Seconded by Mr. Zeigler and passed on a vote of 7-0.

I. Standing motions regarding Finance

- 1) **Driver's Education Lab Fee** – The Board was requested to approve the driver's education lab fee of \$50 for the 2009-2010 school year.

BOARD ACTION:

Mrs. Lingg made a motion to approve the Driver's Education Lab Fee as presented. Seconded by Mr. Zeigler and passed on roll call vote 7-0.

- 2) **Cafeteria Bids** – The Board was requested to approve the following cafeteria bid awards for the 2009-2010 fiscal year (2 bids were received for bakery products and 3 bids were received for milk, miscellaneous drinks, ice cream):

Bakery Products – Stroehmann Bakeries, LC
Milk, Miscellaneous Drinks, Ice Cream – Turkey Hill Dairy

BOARD ACTION:

Mrs. Hersh made a motion to approve the Cafeteria Bids as presented. Seconded by Mrs. Lingg and passed on roll call vote of 7-0.

3) **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 \$1,179,183.65, Construction totaling \$184,718.54, Capital Reserve totaling \$37,120.50 and Cafeteria totaling \$1,125.88. Grand total \$1,402,148.57. **(enclosure)**.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

8

DISCUSSION:

Dr. O'Connor asked if totals on the agenda match the check register and it was indicated that they do.

BOARD ACTION:

Mrs. Lingg made a motion to approve the check registers as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 7-0.

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

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

DISCUSSION:

Dr O'Connor inquired about function 1300, 2200, 2700 and 5000 relating to budget numbers. It was indicated that overages were result of salary and benefits in most cases. Dr. O'Connor indicted that variable debt interest savings should be designated.

BOARD ACTION:

Mr. Bortner made a motion to approve the monthly reports as presented. Seconded by Dr. O'Connor and pass on a roll call vote of 7-0.

- c) **INFORMATIONAL ITEM** – Update on the state budget

Mr. Wentz updated the Board on the lack of a state budget. School Districts were required to approve a budget prior to June 30 that relied on state funding. As of today no state budget has been approved and Districts are not receiving any monies from the state. Mr. Wentz will continue to update the Board on the state budget and will show a comparison of what was budgeted versus what is received once the state budget has been approved.

J. Standing motions regarding Facilities

- 1) **Capital Reserve Budget** – The Board was requested to approve the 2009-2010 Capital Reserve Budget.

BOARD ACTION:

Mrs. Hersh made a motion to approve the Capital Reserve Budget as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

July 27, 2009

9

K. Old Business - None

L. Other Business – Mrs. Lingg indicated from the Personnel Committee that questions desired to be asked of potential Solicitor candidates should be emailed to her by end of week to keep the process going.

M. Next meeting date:

The next Committee meetings will be Monday, August 10, 2009, at 6:00 P.M. in the Boardroom
The next Board meeting will be Monday, August 24, 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 and passed on a vote of 7-0. The meeting was adjourned at 7:52 PM.