

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

Monday, September 28, 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 6:05 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 present: Gabriel Rosenbrien, Alex Daubert

Student Board Member absent: Abbey Rhoades (alternate)

Also Present: Mr. Hershner, Mrs. Brown, Mr. Grimes, Mr. Hain, Mrs. Frock, Mr. Samuelsen, Mr. Wentz, Mrs. Dubbs, Tania Kuhn, Mike Vaux, HPESPA; Rick Engle, Shawn Richwine, Sara Little, HEA; Teresa Erdman, HEA;

B. Recognition of Visitors and Public Comments

Public Comment:

Mariachi Band – Deb Smith – The instruments were paid for by a grant. This newly formed group will be performing at the Diversity Summit and Capitol in Harrisburg. The students were: Georgina Nunez, Mayra Perez, Megan Romero, Leslie Alvarez, Alexandra Nunez, Oscar Rodriguez, Victor Zuniga, Stefanie Diaz. They performed “The Two Ranchers”, “Los Machetes”, “De Colores”, and “Little Pearls”.

C. Approval of Minutes from Past Meetings

The Board was requested to approve the minutes of the Board Meetings August 24, 2009, and September 14, 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.

D. Committee Reports

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

Mr. Zeigler reported that interviews for the director of York School of Technology will be on October 1 with the final two candidates. There is a total enrollment of 1,496 with 36 part-time students.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

September 28, 2009

2

Recreation – Lingg, Chair; Kauffman (Alternate)

Mrs. Lingg reported that the summer programs are now completed. She thanked the principals for getting the information out to the students. There was a total of 196 participants for 2008 and 267 for 2009. She asked that sports that are taking place at Moul Field need to be put in writing in regard to the use of field. Letters should go to Barb Krebs at the Borough Office.

PN Advisory – Hersh, Chair; A. Smith (Alternate)

Mrs. Brown reported that the 92nd class started classes in July. The 91st class will graduate in January. She noted that there was an article in the York Dispatch regarding a former student who helped save a life in the area using techniques she learned at Hanover Practical Nursing.

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) – No report

Lincoln Intermediate Unit Insurance Trust – Wentz; BJ Frock (Alternate)

Mr. Wentz reported the last meeting was September 27. The trend is a nine percent increase. There is a 11.4% medical, 9% prescription, and 10.7% overall increase. The next meeting will be November 5.

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

Key Communicator's Network – A. Smith, Chair; O'Connor (Alternate)

Dr. Moyer reported that the first meeting will be Wednesday, October 21, from 11:30 A.M. to 1:00 P.M. He is hoping to have these meetings quarterly.

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

We are hoping to set up the committee to use moodle. Training will be taking place at the next meeting on October 22.

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

Mr. Bortner reported that they are interested in fixing the field. Once the cost is established for the Middle School roof, Hanover Street and Washington, the committee will look at strategy to make.

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

Student Board Members - Rosenbrien, Daubert, Rhoades (alternate)

A professional actor will be visiting the high school to perform a one-man show on Edgar Allan Poe. The homecoming game will be against Biglerville on Friday night. The dance will be held in the high school gym on Saturday evening. On October 27 the English classes will be doing *McBeth* in their classes. Club selection is taking place. One of the clubs is quiz bowl which will

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

September 28, 2009

3

participate in Brain Busters on television. Birds of Play is a children's theater group from the high school.

E. Superintendent's Report

Dr. Moyer introduced Mike King who is our new solicitor and represents the law firm of Stock and Leader. He also introduced Greg Wagner, the new athletic director, who has made a positive impact since he has joined Hanover School District. Greg is currently scheduling second interviews for head coaches for wrestling and girls basketball.

Clearview Elementary has received a \$2,500 donation from Big Lots. Mr. Czap is looking into how to spend which would impact all students at Clearview.

F. Legal Report – No Report

G. Standing motions regarding personnel

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

Substitute Employees:

Brian Iezzi, and **Kelly Rentschler** day-to-day substitute teachers, effective immediately. Both have requested the removal of their name from the substitute listing as they have found other employment.

BOARD ACTION:

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

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

Substitute Employees:

Dianne Bahl, **Kelly Pettit**, **Peter Reck**, **Nichole Taylor**, **Ann Wagner**, and **Sharon Fowler-Wingert** day-to-day substitute teachers, effective for the 2009-2010 school year. Rate of compensation will be \$95.00 per day.

Wendy Davis, **Emily Descheemaeker**, **Jane Gross**, **Donald Keagy**, **Jack McLaughlin**, **Robert Myers**, and **James Rinker** substitute custodians, effective for the 2009-2010 school year. Rate of compensation will be \$9.67 per hour.

Carolyn Owens, substitute cafeteria worker, effective for the 2009-2010 school year. Rate of compensation will be \$9.67 per hour.

Supplemental Employees:

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

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

September 28, 2009

4

Wayne Boyers, gameworker effective for the 2009-2010 school year. Rate of compensation will be as listed on the SA-107A "Athletic/Event Report for Payment" for each appropriate position.

BOARD ACTION:

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

3) **New Business:**

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

Gary Miller, third shift custodian at Middle School, retirement effective October 7, 2009. Mr. Miller has now requested that his resignation approved at the September 14, 2009, meeting be changed officially to a retirement. Mr. Miller will retire with 18 years of service to the district. Mr. Miller has requested to remain on the custodial substitute list.

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 8-0.

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

Substitute Employees:

Amanda Blum, Joel Branin, Teryl Cartwright, Rachel Griffin, Neil Groft, Mark Hansford, Sharon Hershey, Nicki Stiger, Eden Swick and Jennifer Warner, day-to-day substitute teachers, effective immediately. All have requested to have their names removed from the list.

Marlene Eline, Susan Grammar, Laura Mellott and Vicki Strausbaugh, substitute classified employees, effective immediately. All have requested to have their names removed from the list.

BOARD ACTION:

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

c) **Leave of Absence Requests-** The Board was requested to approve the following requests for leave of absence:

Julia Feeser, uncompensated medical leave of absence, effective September 10, 2009 for approximately 8 weeks.

BOARD ACTION:

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

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

September 28, 2009

5

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

LPN Employees:

Margaret Merrick, part-time LPN instructor, effective date to be determined. Rate of compensation will be \$28.00 per hour (**enclosure**).

Substitute Employees:

Tamara Becker, Duane Bull and **Dana Wertz**, substitute teaching and personal assistant and clerical worker, effective for the 2009-2010 school year. Rate of compensation will be as appropriate for each substitute position.

Bonnie Fox, David Gardner, Barbara Madsen, Tabitha Manzo, Lorelei Fiedler-Rohrbaugh, Megan Trimmer and **Donald Wisnewski**, day-to-day substitute teachers, effective for the 2009-2010 school year. Rate of compensation will be \$95.00 per day.

Supplemental Employees:

Rebecca Conover and **Lisa Fry**, Middle School Morning Announcement Advisors (split position), effective for the 2009-2010 school year. Rate of compensation will be \$434.00 split or \$217.00 each.

Nate Myers, interim middle school math team leader, effective during the leave of absence of Tyke Conover. Rate of compensation will be \$789.00, prorated for time worked as interim leader.

BOARD ACTION:

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

- e) **Supplemental Position-**The Board was requested to approve the position of Special Education Team Leader effective with the 2009-2010 school year. With approval of this position, the Board is requested to approve Emily Emig as Special Education Team leader. Rate of compensation will be \$789.00.

DISCUSSION:

Mrs. Frock stated that the job description was in line with the other team leaders. Mr. Wentz stated that the new position was not in the budget but could be absorbed out of another budget area. Dr. Moyer stated he felt that it was important for a representative from the Learning Support to be at the table with the other teacher leaders.

BOARD ACTION:

Mrs. Hersh made a motion to approve the supplemental position as presented. Seconded by Mrs. Smith 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 tentative adoption to (enclosures):

- 815 Acceptable Use of Information Technology
- 918 Title I Parental Involvement
- 210.2 Possession/Use of Epi-Pens

BOARD ACTION:

Mrs. Lingg made a motion to split the motion. Seconded by Mr. Bortner and passed on a vote of 8-0.

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

- 815 Acceptable Use of Information Technology

DISCUSSION:

Dr. O'Connor asked that this be sent to the Curriculum and Technology Committee. He had many concerns regarding the policy. He thought it was too detailed for the district.

BOARD ACTION:

Dr. O'Connor made a motion to send policy 815 to the Curriculum and Technology Committee for review. Seconded by Mrs. Lingg and passed on a roll call vote of 5-3. Mrs. Smith, Mr. Kauffman and Mr. Zeigler cast the negative votes.

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

- 918 Title I Parental Involvement
- 210.2 Possession/Use of Epi-Pens

BOARD ACTION:

Mrs. Lingg made a motion to approve the tentative adoption to board policies 918 and 210.2 as presented. Seconded by Mrs. Hersh and passed on a vote of 8-0.

- 2) **Articles of Agreement** – The Board was requested to approve the Articles of Agreement for York Adams Academy students to earn 23 credits to satisfy graduation requirements to meet the criteria for the “dual” diploma. The cost is \$13,168 per seat. Currently Hanover Public School District has four seats reserved. This was formerly York County High School (enclosure).

BOARD ACTION:

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

I. Standing motions regarding Finance

2) New Business:

- a) **INFORMATIONAL ITEM** – Update on the state budget
Mr. Wentz stated that the state representatives will return on Wednesday and work daily to approve a budget. They want to sign it by Sunday. They are currently 90 days past due which is 25% into our budget year and we have received no state funding. We are out over \$1,000,000 from state revenue. Mr. Wentz stated that we do have a fund balance to work from. The stimulus money is available but we still don't know what strings are attached.
- b) **Check Registers** – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$565,462.94, Construction totaling \$299,506.56, Capital Reserve totaling \$8,143.42 and Cafeteria totaling \$27,695.38. Grand total \$900,808.30 (**enclosure**).

BOARD ACTION:

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

- c) **Monthly Reports** – The Board was requested to approve the following reports for the month of August (**enclosures**):
- Tax Collector Report
 - Treasurer's Report
 - Investment Report
 - Budget Expenditure Report
 - Revenue Budget Summary
 - Cafeteria Report
 - Student Activities Report

BOARD ACTION:

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

- d) **Donations** – The Board was requested to approve the following donations:

Big Lots - \$2,500 to Clearview Elementary
Wal Mart - \$100 each to 10 District teachers

BOARD ACTION:

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

J. Standing motions regarding Facilities

- 1) **INFORMATIONAL ITEM** – Middle School Re-Roofing Project Update
Mr. Baumgardner reported that the roofing project should be completed on Wednesday at 9:00 A.M. with a walk-through final inspection. Firestone will do a warranty on the project. There were heavy rains over the weekend and Mr. Grimes stated there were no leaks from the roof.
- 2) **INFORMATIONAL ITEM** – Wilson Avenue Sidewalk and Curbing Project Update
The sidewalk was poured today. The balance of the work is stripping of the forms, topsoil restoration, and seeding and will take place by the end of the week. Look at one more time. It is essentially finished.
- 3) **INFORMATIONAL ITEM** – Hanover Street Elementary Renovation Project Update – Mr. Baumgardner presented a plan for renovating Hanover Street including a new entrance to the building off Eagle Avenue. This scheme will provide three kindergarten classrooms, three first grades, fair share, and three-second grade on first floor. There is a new library/media center, which again is part of the existing building. There would be three third grades, three fourth grades, art, music, English as a Second Language and two additional classrooms. There are 91 parking spaces proposed.

DISCUSSION:

Dr. O'Connor stated that he thought the entrance to the building should be redesigned. He thought that the library media center should be downstairs so it could open at night in the future. He had a question about the two extra classrooms since enrollment has not increased. He thought there are more students going to Charter/Cyber. He also wondered about art and science classrooms being together. Mr. Hershner stated that they had talked about the science room. There was no interest in separating the science room. Mr. Smith thought there should be a motion to accept the preliminary sketch plan. Mr. Hershner stated that it was their goal to keep the primary grades on the first floor.

BOARD ACTION:

Mr. Zeigler made a motion to accept the preliminary drawings for Hanover Street. Seconded by Mrs. Smith and passed on a roll call vote of 7-1. Dr. O'Connor cast the negative vote.

INFORMATIONAL ITEM - Washington Elementary Renovation Project Update - There was pre-approval of a preliminary floor plan for Washington with a preliminary cost estimate of \$5.5 million for work. Mr. Baumgardner wanted to bring to the Board a proposal to add one more classroom at Washington. Mr. Baumgardner worked up a number for that and the top amount would be \$160,000 for one classroom.

DISCUSSION:

Mrs. Lingg stated that it makes sense to include one more classroom. Mr. Bortner stated that the elementary borders could be changed. Mr. Baumgardner stated the original plans include no additional classrooms at Washington.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION

September 28, 2009

9

BOARD ACTION:

Mrs. Hersh made a motion to add the future classroom to the Washington Elementary plans. Seconded by Mr. Kauffman and passed on a roll call vote of 6-2. Dr. O'Connor and Mr. Bortner cast the negative votes.

- 4) **Change Order Approval** – The Board was requested to approve the change order committee consisting of the Building and Grounds Board Chairman, Superintendent, Assistant Superintendent, Business Manager, and Maintenance Supervisor. This committee would have the authority to approve emergency change orders that must be dealt with prior to the next Board meeting up to the amount of \$5,000 for Board approved projects. The projects include Middle School Re-Roofing, Wilson Avenue Sidewalk and Curbing, Washington Elementary Renovation, Hanover Street Renovation, Stadium Renovation and Track Re-Location.

DISCUSSION:

Mr. Zeigler suggested that the Board president be added in addition to the Building and Grounds Board chairman since they might not be the same person.

BOARD ACTION:

Mrs. Lingg made a motion to approve the change order approval with the addition of the Board president on the committee. Seconded by Mrs. Hersh and passed on a vote of 8-0.

K. Old Business

- L. Other Business** – Mr. Smith stated that there was a short executive session prior to the meeting and there will be an executive session following the meeting.

M. Next meeting date:

The next Committee meetings will be Monday, October 12, 2009, at 6:00 P.M. in the Boardroom

The next Board meeting will be Monday, October 26, 2009, at 6:00 P.M. in the Boardroom.

N. Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mrs. Hersh. The meeting was adjourned at 8:03 P.M.