

**Hanover Public School District
School Board Planning Meeting
Monday, February 8, 2010 - 6:00 P.M.**

MINUTES

I. Opening Business

A. Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:07 P.M. following an executive session.

B. Pledge of Allegiance

C. Roll Call - Board members present:
Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. Watson

Also Present - Dr. Moyer, Mr. Musselman, Mr. Grimes, Mr. Lehman, Mrs. Smith, Mr. Wentz, Mr. Czap, Mr. Hershner, Mrs. Dubbs, Mike Vaux, HPESPA; Heather Faulhefer, Evening Sun; Sara Little, HEA.

D. Recognition of Visitors and Public Comment:

Public Comment: Mark Hershner stated that students at Hanover Street were taught how schools function. He passed out cards for Board members. Board members noted that they also received cards from Clearview. Mr. Smith stated that he read to a class at Washington Elementary in honor of Board appreciation month.

Dr. Moyer stated that he would like to thank Tony Grimes and the whole maintenance crew for all of their hard work during the recent snowstorm.

II. Matters for Which Board Action is Required

A. Personnel

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

Classified Employee:

Deborah Stabley, full-time LPN Instructor, effective January 25, 2010 for personal reasons.

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

Classified Employee:

Margaret Merrick, transfer from part-time hourly LPN Instructor to full-time LPN Instructor, effective February 9, 2010. Rate of compensation will be \$46,805, prorated for the remainder of the 2009-2010 school year (**enclosure**).

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- 3) **Request for Leave of Absence-** The Board was requested to approve the following request for leave of absence:

Cindy Bull, secretary to the special education supervisor and maintenance supervisor, request for medical FMLA leave of absence effective February 11 through February 26, 2010, not to exceed allowable FMLA leave.

BOARD ACTION:

Mr. Watson made a motion to approve the employment items as presented. Seconded by Mrs. Smith and passed on a roll call vote of 9-0.

- 4) **Attendance Officers-** The Board was requested to approve the following district personnel as an additional attendance officer:

Richard Musselman

- 5) **Federal Program Coordinator** – The Board is requested to approve the following district personnel as a federal program coordinator:

Richard Musselman

BOARD ACTION:

Mr. Bortner made a motion to approve the attendance officer and federal program coordinator as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 9-0.

- 6) **Other Business**

Tennis Association

DISCUSSION:

Dr. O'Connor stated the organization has the right to hear the Board's feeling. The Board felt that if we chose to put a bubble over the tennis courts we would be giving public property to a private organization. The organization would have to charge fees. The tennis team and phys ed classes could use the facilities at no cost but any other use would be a charge. Mr. Bortner stated that we aren't giving the courts away. He would like to try something and go into negotiations with them. He felt that it would help the tennis team to improve. He thought it would be at least worth trying. If the Board didn't like the contract, they would not need to approve. Mr. Smith wondered about the mix of students and public especially in regard to the volunteer policy. Mrs. Lingg felt that we are currently overloaded with construction projects but she wouldn't mind trying.

BOARD ACTION:

Mr. Smith made a motion that the Board not enter into negotiations with CTA regarding the bubble over the tennis courts. Seconded by Mrs. Smith and motion approved by the Board with a vote of 6-3. Mr. Bortner, Mrs. Lingg and Mr. Watson voted to approve negotiations.

B. Assistant Superintendent Report

Mr. Musselman stated that there will be a Federal Program review of the District. He will be working with Pam Smith since she helped to complete the paperwork. The reviewer will be at the District for two days. The reviewer will also speak with parents regarding our program. Mr. Musselman has been introduced to all building teachers in our district. He also participated in a kindergarten class on the 100th day of school. He is working on Cyber School alternatives. He attended an online learning fair and is looking at which direction to follow. He would like to do it right and not rush into the wrong option.

III. Proposed February 22 Agenda Items

A. Building and Grounds

- 1) **Update on Building Projects** – Washington and Hanover Street Elementary
The application by Hanover was sent to the York County Site Works. PDE has sent a list of issues. Architect, Jim Baumgardner, is taking care of these issues. Dr. Moyer stated that he would like to have a timeline from Jim Baumgardner and start Act 34 as soon as possible. We are hoping to have the construction projects completed by the end of next summer. Dr. Moyer stated that the public meeting for Act 34 must be advertised for 20 days and allow 30 days for public comment. Mr. Smith indicated there will be a fast turn-around when approval has been given by PDE.

Stadium Facilities Study – A study was completed by Jim Baumgardner looking at figures of a new stadium at the Middle School location vs. renovations to the existing stadium. They were felt to be fairly accurate. The cost to build a new facility at the Middle School/High School area would be approximately \$5 million. The cost to renovate at Sheppard and Myers would be \$2.5 million. Mr. Smith stated that the facility could be used constantly if it was moved here. Mr. Edwards wanted to make sure this was an informational item only. The Board was asked to look at the figures. Dr. O'Connor asked that the study be posted to our website for the community to view and comment. There was a discussion regarding the fact it was agreed in a prior meeting that the two building projects should be put ahead of the stadium project and that we should see where the money is after bids are opened. Dr. O'Connor stated the track team has no place to practice. He felt that if the rest of the Board agreed to renovate Sheppard and Myers why not put an all weather track in. It has the potential to be one of the largest sports. Mr. Smith stated that there are a lot of things involved in the track changes. The lights would need to be removed, and the field will need to be shifted. It was felt that it gives the Board an idea and allows Board to get

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feedback from the community members. Mr. Edwards felt it was the Board's fiscal responsibility in economic times. Dr. Moyer stated that the Board has sent a message that education is our top priority. Our stadium is currently two miles away from the High School/Middle School. There are currently 40 students who have signed up for track. There are only five children that will be able to carpool. He wondered if there is a third option. We should do what is best for kids long-term. We will need to see where the numbers come in. Mr. Smith stated that we would not be required to have an Act 34 hearing on an existing structure. Dr. O'Connor wondered if we are on track for the track season. He wondered if it would be feasible to buy an athletic bus. Mr. Smith stated that a bus could be used. He thought that Greg Wagner should look at options.

BOARD ACTION:

Dr. O'Connor made a motion to put the stadium facilities study on the website. Seconded by Mr. Bortner and approved by the Board.

MIDDLE SCHOOL TRAFFIC – Mr. Smith stated that he would like to have administration submit a written report by the February 22 meeting as a follow up to the change in the Middle School Traffic pattern.

- 2) **Information Item** – Building and Grounds Committee Meeting Report
Minutes were distributed from the committee meeting at the Administration Building on February 5. Some items discussed were the sale of the wooden chairs in the boardroom, permanent screen and LCD projector, scan pad, heating system, and Special Ed office. Dr. O'Connor felt that we should look into selling the Board table. He felt that it takes up too much room and the room could be used more effectively without it. Mr. Smith felt that the table cost around \$30,000 to build. Mrs. Smith felt that you would never get anything for it. Mrs. Funk noted that the \$30,000 was taxpayer money.
- 3) **Other Business - None**

B. Personnel

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

Lynda McKelvey, substitute teaching/personal assistant and clerical worker, effective January 28, 2010. Ms. McKelvey has obtained full-time employment.
- 2) **Employment-** The Board is requested to approve the following employment items contingent upon receipt of necessary employment documents:

Supplemental Employee(s):

Joe Mahone and **Tami Turchich**, shared advisors, Washington Intramural #1, effective for the 2009-2010 school year. Total compensation for the program will be \$434.00 (**enclosures**).

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DISCUSSION:

Mrs. Lingg stated that this was for a math program.

Lori Wonders, Clearview Intramural #1, effective for the 2009-2010 school year. Rate of compensation will be \$434.00 (**enclosure**).

Substitute Employees:

Peter Reck, extended 6th grade substitute teacher, effective approximately April 21, 2010, through the end of the 2009-2010 school year. Rate of compensation will be \$218.00 per day. Mr. Reck will be substituting during the maternity leave of Mrs. Carrie Iezzi (**enclosure**).

Deann Books and **Stacey Sweitzer**, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

Summer Reading Academy Employees:

Dates of the Academy will be June 28 through July 16, 2010. Rate of compensation will be \$20.00 per hour. All costs are paid through Title 1 Funds.

Corrina Berwager
Alexis Folmer
Caren Evans

Tami Turchich
Elizabeth Sheaffer
Michelle Becker-Lead Teacher

Brenda Burns
Jamie Mulhollen

Katie Fry, Tiffanie Garman and Jennifer Gebhart- Substitutes

- 3) **Conferences/Workshops** – The Board is requested to approve the following conferences/workshops:

Greg Wagner PSADA Conference
March 24-27, 2010
Hershey, PA
Cost: \$919.00
(Estimated registration, dues, transportation, meals,
lodging) (**enclosure**)

DISCUSSION:

It was stated that the conference is needed to stay current with rules and regulations.

Sara Little Second Mile Leadership Institute
March 21-24, 2010
State College, PA
Cost: \$435.00
(Estimated lodging and substitute) (**enclosure**)

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DISCUSSION:

Mrs. Sara Little stated this would be a team of five students. One of them is already brainstorming mentors for 9th graders. They already have an action plan set up.

- 4) **Approval to Advertise** –The Board is requested to approve to advertise for the following position for the 2010-2011 School Year:

High School Play Producer

(Fall Play Replacing George Matthew)

Percussion Instructor Marching Band

Band Front Instructor Marching Band

DISCUSSION:

There was a question as to whether the positions were included in the budget. Dr. Moyer stated that the Percussion Instructor would be paid between \$1100 and \$1900 and the Band Front Instructor \$985 to \$1500. There was quite a bit of concern as to whether the positions were needed since the band was so small. Dr. Moyer stated that it is the District's wish to put out a quality band. He is determined to get at least 30 members next year. He felt that Mitch Adams is a real motivator. He felt that the positions would send a strong message and would be great to try for a year. He felt that it would be a real investment in the marching band. Mr. Edwards stated that he would like to see improvement first. Mrs. Funk stated that it really depends on the instructor. It really takes a special instructor and that we owe the students a chance. Mr. Lehman stated that the intentions are there. When there are multiple players, it takes multiple coaches. These positions would free up the band director to do his job more effectively. He felt that the positions would be a great asset. Mr. Adams knows people and has connections to make this a great band. Mrs. Smith stated that the Board hired Mr. Adams to build the program. Not hiring these positions would show him that we don't support the program. Mr. Smith wanted to make sure they are made accountable. Dr. Moyer stated that these positions are on a year-to-year basis. Mr. Engle wondered if these were 12-month positions and if the marching band part should be taken out of percussion. Mr. Watson felt that we should look at Mr. Sattazahn's job description. Dr. Moyer stated that there is a limited amount of time for instruction. Mrs. Smith stated that it is a small amount of time. We need to get parents involved. Mr. Bortner stated that many students are getting private lessons outside of school. Dr. O'Connor wondered if the band was present at all games. Mr. Lehman stated they were here, marching and in uniform. There has been much growth in numbers and skills. Mr. Lehman stated that an event has been planned and there are 8-10 bands have expressed an interest in coming to a competition hosted by Hanover.

- 5) **Other Business** - None

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C. Instructional

- 1) **Board Policies** – The Board is requested to approve the final adoption to:
 - 609 Investments

- 2) **Other Business**

Dr. O'Connor stated that there was a meeting of the large instructional committee with Board members, administrators and team leaders. Mr. Edwards stated that he has asked Mr. Wentz to go through policies in the 600 series (finance) and see if there are any that need changed.

IV. Recess

V. Planning/Discussion

A. Budget and Finance

1) **Medical Services 2010-2011:**

Football Physician:

John Deitch

DISCUSSION:

It was stated that John Deitch is not a local doctor but he is willing to cover the home football games for the fall.

- 2) **York School of Technology Proposed 2010-2011 Budget:** The total budget amount is \$23,071,604 or a 3.01% increase (\$22,396,919 for 2009-2010) and the District's costs for 2010-2011 are estimated to be \$331,000 (\$321,127 for 2009-2010 revised) including regular education plus special education (**enclosure**).

DISCUSSION:

Dr. O'Connor wondered about the 3% increase. It was stated that it is based on cost per pupil. He wondered if the number of students would go down if we used courses like Tech Prep more often. It could fluctuate. Mr. Wentz stated that this cost was just for the students and did not include the building debt. At the end of the year we either receive a refund or an amount due based on the number of students. Mr. Wentz stated that the building debt will be through 2023. Dr. O'Connor noted that the billing for York School of Technology is comparable to the cost for an average student. The cost for tech prep would be \$4,500 for a half-day. Mr. Wentz stated that the York School of Technology budget needs to be approved by 2/3 of the school districts or it would need reworked. The percentage increase is below the average index of county school districts.

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3) **Lincoln Intermediate Unit #12 Proposed General Operating 2010-2011 Budget (District Contribution Portion) (enclosure):**

2010-2011 General Operating Budget \$9,793,478
Percentage increase over 2009-2010 2.61%

District Contribution Portion (estimated):
Hanover Public School District \$17,906.52
Dollar Value of Decrease over 2009-2010 (\$17.58)

4) **Bid Approvals:** Approval to go out for bid on the following:

Athletic items (internal)
Sports/Phys Ed/Health Supplies (LIU Joint Purchasing Bid)
General supplies, Paper supplies, and Art supplies (LIU Joint Purchasing Bid)
Musical Instruments (internal bid)
Custodial Supplies (internal bid and LIU Joint Purchasing Bid)

5) **Tax Exoneration:** Per Capita Taxes

2009 Full	338 bills	\$6,760.00 and 26 credits (\$260.00)
2009 Interim	1 bill	\$ 20.00
2008 Interim	63 bills	\$1,260.00
2007 Interim	3 bills	\$ 60.00
Total	405 bills	\$8,100.00 and 26 credits (\$260.00)

DISCUSSION:

Mr. Wentz stated that this is pretty standard. Mr. Leroy Wentz requested this since these people are deceased or have an income under \$5,000 or for other criteria. Dr. O'Connor wondered if the cost to collect the per capita is equal to the amount collected. Mr. Wentz stated that they are not equal. We would need to absorb the revenue somewhere else.

6) **INFORMATIONAL ITEM - PSERS (PA School Employees Retirement System)**

DISCUSSION:

Mr. Wentz stated that we need to look at this. They are looking into the possibility that we might be able to put the retirement fund into a special account. The Board may respond to the state in the form of a letter. The projected cost for 2009/2010 would be 4.78%; 2010/2011 8.22%; 2011/2012 10.59% and 2012/2013 29%. The money can be put in reserve. The impact of this could be several million dollars. The LIU is projecting a need for \$11 million which we will have to help fund. Mr. Edwards stated that this needs to be addressed now. He suggested that we take funds and transfer to a special account for this. Dr. O'Connor said that the state is proposing that we be allowed to set up a separate pension fund. There are two bills currently which would allow us to go above the index if allowing us to go into pension fund. The question is to tax people more or cut down on expenses.

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7) **INFORMATIONAL ITEM - Act 32 Wage Tax Collection**

DISCUSSION:

Dr. O'Connor stated that there was a special meeting establishing one taxing body per county. We would be allowed one tax representative. The organization is still forming. In York County every school and municipality has one representative. We would have one vote out of the people represented. They are deciding whether the voting should be weighted voting or one person/one vote. There would be 15 schools and 85 municipalities involved. It was thought that weighted voting would be beneficial for School Districts.

8) **Other Agenda Items For February 22, 2010**

- a) **Audit Report Presentation Fiscal Year Ended June 30, 2009** – Smith Elliott Kearns and Company, Craig Witmer and Teena Curnow
- b) **Monthly Reports** – December and January
- c) **Check Register**
- d) **Donations** –
 - 1) Hanover Youth Basketball Association – Ice Machine-Middle School \$285.00
 - 2) Sherwin Williams – Paint for Board Room

VI. Adjournment

The meeting was adjourned at 8:24 P.M.

The next Board meeting will be Monday, February 22, 2010, at 6:00 P.M. in the Boardroom.