

Hanover Public School District
School Board Planning Meeting
Monday, May 10, 2010 - 6:00 PM

MINUTES

I. Opening Business

A. Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:00 PM.

B. President's Charge/Moment of Silence

C. Pledge of Allegiance

D. Roll Call -

Board members present: Mr. Bortner, Mr. Edwards, Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Smith

Board members absent: Mr. Engle, Mrs. Smith, Mr. Watson

Also Present -Dr. Moyer, Mr. Musselman, Mr. Wentz, Mrs. Frock, Mr. Czap, Mr. Hain, Mrs. Smith, Mrs. Gunnet, Mr. Samuelsen, Mr. Grimes, Mrs. Dubbs, Joe Deinlein, Evening Sun; Teresa Erdman, HEA; Sara Little, HEA; Gail Sauers

E. Recognition of Visitors and Public Comment:

Second Mile Leadership Institute - Sara Little

Five students from the high school attended a program in March. The students who attended were: Abbey Rhodes, Rebecca Cartwright, Kyle Sheely, Alexis Herrick, and Mark Hoffman. They were asked to come up with a project. They chose incorporating students as mentors to other students. Some of the things they learned were how much the students had in common. They learned how to incorporate students as mentors. They were able to fix problems quickly. They learned team building activities and worked as a collaborative group. They felt that they could work together to make the school really special. Dr. Moyer stated that this goes really well with the Link program that the High School is starting in the fall. The program will be started on the second day of in-service. They will bring the freshman and their mentors in a day early.

Public Comment: None

II. Matters for Which Board Action was Required

A. Personnel

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

Summer Workers: Rate of compensation will be \$7.50 per hour.

Mowing Crew - Effective May 11, 2010

Jim Winand

Scott Shepler

Nate Murren - substitute

Summer Cleaning Crew - Effective June 7, 2010

Emily Descheemaeker
Taylor Smith

Expeditor- Effective June 9, 2010

Mike DeGroft

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 6-0.

- 2) Rescind Leave of Absence- The Board was requested to rescind the leave of absence for Mrs. Carrie Iezzi for the school year 2010-2011, which was previously approved January 25, 2010. Currently Mrs. Iezzi is on an approved leave of absence through the end of the 2009-2010 school year.

BOARD ACTION:

Mrs. Lingg made a motion to approve to rescind the leave of absence as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-0.

- 3) Other Business - None

B. Finance

- 1) Check Register - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$375,602.10, Construction totaling \$177,842.23, and Cafeteria totaling \$119.30. Grand total \$553,563.63 ([enclosure1](#)) ([enclosure2](#)) ([enclosure3](#)) ([enclosure4](#)) ([enclosure5](#)) ([enclosure6](#)) ([enclosure7](#)) ([enclosure8](#)).

BOARD ACTION:

Mrs. Funk made a motion to approve the check register as presented. Seconded by Mr. Bortner and passed on a roll call vote of 6-0.

- 2) Modulars - The Board was requested to approve month to month leases for the month of June for the modulars at Washington Elementary in the amount of \$601.00 (previously \$572.00) and \$986.00 (previously \$939.00) from Vanguard Modular Building Systems.

DISCUSSION:

It was noted that this would be a month to month lease instead of year to year due to construction.

BOARD ACTION:

Mrs. Lingg made a motion to approve the modulars as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-0.

- 3) Lead Paint - The Board was requested to approve completion of lead based paint inspection at Washington and Hanover Street Elementary with JMSI Environmental for \$1,950.00 ([enclosure](#)).

BOARD ACTION:

Mr. Bortner made a motion to approve the lead paint inspection as

presented. Seconded by Mrs. Funk and passed on a roll call vote of 6-0.

C. Building and Grounds

- 1) Asbestos - The Board was requested to approve as a Non Reimbursable Project the asbestos removal for Washington Elementary and Hanover Street Elementary with submission of PDE Form 3074 (a) Non-Reimbursable Work Subject to Advertising and Bidding Requirements.

BOARD ACTION:

Mr. Bortner made a motion to approve the asbestos removal as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-0.

- 2) Building and Grounds report from May 10th meeting.

DISCUSSION:

The Building and Grounds committee proposed to the York/Adams Tennis Association that the school district would get 10 percent of the gross profits. The tennis association countered that they would be willing to give 10 percent of the net profits. This will be considered for a vote at the next meeting. Mr. Bortner stated that he thought that 10 percent of the net profits would be a little low. Mr. Edwards stated that the organization could make a profit of nothing. Mr. Bortner stated that the agreement could be changed each year. According to the group's financial report they are estimating a net projected profit of \$18,000. Mrs. Funk wondered about their 501C status. Mr. Bortner stated they would have to get from the IRS. Mr. Musselman said that we could decline the lease unless we can renegotiate. Mr. Bortner stated that he is pleased with the lease that was drawn up except for the final numbers. Dr. Moyer stated that they may have applied for the 501C but have not been approved yet. Dr. O'Connor stated that there is concern that we are taking away free space from the residents. Mrs. Funk presented a petition from residents opposed to the project.

D. Instruction

- 1) CLASS SIZES – The Board was requested to approve courses with fewer than ten students as per policy 217 Senior High School – Curriculum and Graduation Requirements ([enclosure](#)).

DISCUSSION:

Dr. O'Connor stated that we have to draw students with other courses. He felt that we can't continue to offer courses with 7, 8 and 9 students. We have to maintain flexibility. Mr. Edwards stated that he agreed we need to get innovative but he felt empathy for those students who really want those courses and would be really beneficial to them. Mr. Smith stated that there are no alternatives available at this time. Dr. Moyer stated that sometimes we forget about high achieving students. They are going to be our leaders. According to their IEP's they have to have these courses. He felt that in comparing our numbers with South Western, 7, 8 and 9 in a course is not that bad. Dr. Moyer felt that the numbers would be going up and didn't think the numbers were out of line. He felt that the kids heading to higher level colleges would be put at a disadvantage if the courses were not offered here. The district is looking at alternatives to scheduling. Block scheduling could be an option and could possibly co-teach with South Western. Dr. O'Connor wondered if there is more than one calculus course. Mr.

Samuelsen stated there is currently only one calculus course. Dr. O'Connor stated that the course names have not been changed. Courses need to challenge students. We need to meet the 21st century. We currently are not meeting the entire needs of students. Mr. Samuelsen stated that if you look at the program of studies we are instituting new programs. No students have signed up for the skills programs. We are instituting a whole new math program. College in the High School was added. College Stats is a new course and 32 students have enrolled. Dr. O'Connor stated that every course is money. Mr. Samuelsen stated that we are bringing back tracking in the High School. Algebra 2 is the final year for sequencing. Kyle Sheely, a high school student, stated that the product is fiscally apt. He referred to the words written on the Boardroom "Nurturing, Challenging & Inspiring". He felt we need to strive to do all three of these. He felt that one person can get others motivated. He felt that five can change over 500. He stated that "Education is a journey not a paycheck." Mrs. Little stated that there are great AP teachers. Many students don't have that IQ to be able to take those courses. Mr. Bortner stated that we need ongoing changes. If these fit within the budget, he is fine with it. Mr. Smith wondered how this impacts the schedule. Mrs. Funk wondered if French III and IV is going to be combined. Mr. Samuelsen stated that could be done. Dr. O'Connor noted that the average teacher and benefits are \$100,000. Therefore, each course would account for \$16,000. They could be approved but the Board could say not again. Mr. Edwards stated that the students have come this far and we need these courses. Mrs. Lingg stated that we don't have large numbers for courses. She thought these were decent numbers. She thought that French III and IV are different courses. Mrs. Little felt that this should be discussed at the August curriculum meeting and now was not the time.

BOARD ACTION:

Mrs. Lingg made a motion to approve the class sizes as presented. Seconded by Mrs. Funk and passed on a roll call vote of 5-1. Dr. O'Connor cast the negative vote.

III. Assistant Superintendent Report

Mr. Musselman reported that the Cyber School committee has been looking at options. They have looked at four vendors that they are hoping to begin in the 2010-2011 school year. They chose Odyseyware from the LIU as the vendor. The cost is \$700 per license. There would be first year costs to implement. At the next Educational Program committee meeting on May 17 they will look at the program. On May 24 there will be a vote on developing the program. We want to be able to compete with the cyber schools and offer an individual touch. There will be information available on Googledocs after the May 17th meeting.

He is currently working on a PA Pact grant. We usually apply in June but the deadline is much earlier this year.

IV. Proposed May 24 Agenda Items

A. Building and Grounds

1) Other May 24 Agenda Items

a) Approval of Plan Con D for Submission to PDE

DISCUSSION:

Mr. Wentz stated that this can be done after May 17. The documents have not been completed by Jim Baumgardner yet.

2) Other Business

DISCUSSION:

The committee is working on estimates to fill the drainage ditch between the Middle School and High School. The Middle School Volunteer work day went well even though there weren't many volunteers. The High School volunteer day also went real well and got a lot accomplished.

B. Personnel

1) Employment - The Board is requested to approve the following employees:

Substitute Employees:

Donald Mummert, substitute cafeteria food truck driver, effective immediately. Rate of compensation will be \$9.67 per hour.

Dianne Bahl and Janelle Zimmerman, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

2) Leaves of Absence- The Board is requested to approve the following request for leave of absence.

Lisa Fry, middle school art teacher, maternity leave of absence running concurrently with FMLA effective August 20, 2010, through approximately December 23, 2010. Following completion of FMLA leave, Mrs. Fry will be using uncompensated childrearing leave through the remainder of her requested leave.

3) Solicitor - 2010-2011

DISCUSSION:

Mr. Wentz stated that we evaluate this every year. We currently don't have an agreement with our solicitors in terms of a retainer so this will not appear on the Board meeting agenda.

4) 2010-2011 LPN Salaries- The Board is requested to approve the 2010-2011 LPN salaries for full-time instructors based upon the collective bargaining agreement. Salaries for full-time LPN instructors are based upon the collective bargaining salary schedule and then prorated on time worked.

5) Other Business

C. Instructional

1) Board Policies – The Board is requested to approve the tentative adoption to:

- 227 Controlled Substances/Paraphernalia ([enclosure](#))
- 234 Married/Pregnant Students ([enclosure](#))
- 606 Tax Collection ([enclosure](#))
- 615 Payroll Deductions ([enclosure](#))
- 622 Fixed Assets ([enclosure](#))

- 312 Evaluation of Superintendent ([enclosure](#))
- 313 Evaluation of Administrative Employees ([enclosure](#))

2) Final Textbook Adoption – The Board is requested to approve the final adoption of the following textbooks:

Course: Algebra 1
 Text Title: Algebra 1
 Authors: Larson, Boswell, Kanold & Stiff
 Publisher: McDougal Littell
 Copyright: 2008

Course: Geometry
 Text Title: Geometry
 Authors: Larson, Boswell, Kanold & Stiff
 Publisher: McDougal Littell
 Copyright: 2008

Course: Algebra 2
 Text Title: Algebra 2
 Authors: Larson, Boswell, Kanold & Stiff
 Publisher: McDougal Littell
 Copyright: 2008

Course: Calculus
 Text Title: Calculus Graphical, Numerical, Algebraic
 Authors: Finney, Demana, Waits & Kennedy
 Publisher: Prentice Hall
 Copyright: 2010

Course: Precalculus
 Text Title: Precalculus Graphical, Numerical, Algebraic
 Authors: Demana, Waits, Foley, Kennedy
 Publisher: Pearson Education Inc.
 Copyright: 2011

3) Other Business

Dr. O'Connor stated this there is a meeting on the third Monday of the month. Anyone is welcome to attend. Some of the items to be discussed is science curriculum, cyber school, changes to policy 127 and policy 217 (less than 10 students). Dr. Moyer thanked Dr. O'Connor and the committee for their flexibility. The next policy meeting is May 12 beginning at 4:00 PM.

V. Recommendation of 2010-2011 General Fund Budget ([enclosure](#))

DISCUSSION:

The preliminary budget will be presented at the May 24th meeting. It will need to sit for 30 days. It can be changed prior to the final adoption which needs to take place before June 30. The proposed budget would include a two percent increase to the millage which would be .38 mills or total millage of 19.07 mills. For a home valued at \$100,000 that would mean a \$38 increase. It would also include \$340,000 use of the fund balance. Hopefully that will not be needed and the numbers will come in lower than budgeted. Dr. Moyer stated that the District is focusing on student achievement.

VI. Recess

VII. Planning/Discussion

A. Budget and Finance

- 1) Information Item - Homestead/Farmstead Update for 2010-2011

DISCUSSION:

Mr. Wentz stated that the total we have received is \$574,096.09 which is the gambling money. That would be around \$166 per person. This is approximately the same number as last year.

- 2) Information Item - 2010-2011 Cafeteria Budget and Pricing ([enclosure](#))

DISCUSSION:

The proposed budget will be voted on at the next meeting for next year.

- 3) Informational Item - Hanover Foundation for Excellence In Education Report

DISCUSSION:

Mr. Wentz wondered if the Board wanted the information put in writing. Businesses are able to contribute to the Foundation and 75% of the contribution may be selected to be claimed on the taxes if they are chosen from a lottery.

- 4) Informational Item - FEMA relief snow removal - February 2010

DISCUSSION:

Mr. Wentz stated that he attended a meeting. The federal government is giving money back for the overtime costs involved in the snow removal this year in February. There will be a kick-off meeting on Wednesday. He is estimating that we will receive \$4,700 back.

- 5) Approval to Bid Items 2010-2011 - Cafeteria- Miscellaneous Cafeteria foods including Bread and Milk and Tea Bid

DISCUSSION:

Mr. Wentz stated this is pretty normal. Several companies usually respond.

- 6) Depository Approval for 2010-2011 - Susquehanna Banks, PLIGIT and PSDLAF as banking institutions

DISCUSSION:

Mr. Wentz recommended this again. We have a good relationship and receive better interest rates with these institutions.

- 7) Transportation Quote ([enclosure](#))

DISCUSSION:

Mr. Wentz stated that we received two quotes for athletics, field trips and band trips for next year. He will be making a recommendation to the Board.

- 8) Custodial Bid Approval (internal) ([enclosure](#))

DISCUSSION:

Mr. Wentz stated that these normally go out through the LIU and then more specific items are bid separately. Only two responded this year.

- 9) Joint Purchasing (LIU #12) Art, Custodial, General, Athletic and Health Supplies and Paper Bid Award ([enclosure](#))
- 10) Medical Services for 2010-2011

DISCUSSION:

Mr. Wentz stated that the school dentists and doctors will be approved at the next meeting.

- 11) Other May 24 Agenda Items

- a) April Monthly Reports
- b) Check Register
- c) Music Supplies and Equipment Bid Approval (internal)
- d) Athletic Supplies and Equipment Bid Approval (internal)
- e) Middle School Auditoria Flooring Bid Approval

DISCUSSION:

Dr. O'Connor wondered if the Building and Grounds committee is aware of the discussion about the project in reference to the emails received. The bids will be opened Friday this week.

- f) Treasurer Appointment for 2010-2011

- 12) Per Capita Tax Rolls/Discussion

DISCUSSION:

Mr. Bortner read a statement regarding his feelings about the per capita tax rolls which are attached. He felt that we are not getting the full amount of tax due us and he would like to pursue the matter further. He thought that we are getting around \$30,000 less from tax revenues. Mr. Edwards stated that the landlords have to submit a form when they rent a property. Mr. Bortner wondered if the contact could be made through e-mail. Mrs. Lingg wondered about a cost. Dr. O'Connor stated that the per capita is \$20 now and thought that the cost to the administration would not be worth pursuing. Mr. Bortner thought it would be worth pursuing. Mr. Smith felt that it should be brought up in Budget and Finance. It is a difficult situation since the landlords are currently paying a lot of the taxes. Mrs. Lingg stated that the turnover in the borough is tremendous. Mr. Bortner stated that some of the information is already in place.

VIII. Public Comment - None

IX. Adjournment

Mr. Bortner made a motion to adjourn the meeting. The meeting was adjourned at 8:07 PM. An executive session was held following the meeting for a personnel issue.

The next Board meeting will be Monday, May 24, at 6:00 PM in the Boardroom.

