

BOARD OF DIRECTORS MEETING MINUTES

Monday, May 24, 2010

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 PM.
- President's Charge/Moment of Silence
- Pledge of Allegiance
- Roll Call
 - Board Members present: Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. Watson (Mr. Edwards arrived at 6:08 PM)
Student Board Member present: Alex Daubert
 - Also Present: Mrs. Frock, Mr. Grimes, Mr. Wentz, Dr. Krout, Mr. Hain, Mr. Samuelsen, Mr. Hershner, Darlene Falcone, Bonnie Naill, Ted Jenkins, Mike Vaux, HPESPA; Randy Hahn, Tyler Hahn, Carrie & Brian Iezzi, Kim Cecil, Sara Little, HEA; Allison Wentz, Stacey Stevens, Sheila O'Neill, Amy Skiles, Dawn Reck, Kristin Hart, Keith Smith, Jared Reck, Caren Evans, Rita Fox, Michelle Williams, Jason Weigle, Shawn Klunk, Deena Kime, Joan & Leon Miller, Steve Little, Stevie Little, Alex Daubert, Destinee Winhauer, Hope Robinson, Jeanine Prauses, Liz Sheaffer

B. Recognition of Visitors and Public Comments

Retiree Recognition - Dr. Moyer - The following employees retired during the 2010-2011 school year: Martha Dows, Steve Little, Gary Miller, Joan Miller, Kevin Zumbrum. Joan Miller and Steve Little were in attendance at the meeting.

X-tra Ordinary Hawk Certificates - Dr. Moyer - Certificates were presented to the following volunteers for outstanding service: Mike Bauer, Richard Beamer, Kim Cecil, Jen Cox, Caren Evans, Rita Fox, Lisa Fry, Lisa Gift, Kristin Hart, Carrie Iezzi, Ted Jenkins, Tara Kauffman, Deena Kime, Lindy Lingg, Bonnie Naill, Kimberly Peterson, Kelly Routson, Tom Scholles, Amy Skiles, Art Smith, Stacey Stevens, Allison Wentz and Michelle Williams.

Dr. Krout commented on Mr. Ted Jenkins and the mentoring program.

Sean Klunk - Washington PTO, wondered if the board decided on what they would give to the PTO monetarily for the playground equipment. They would have to go through the construction process but nothing was decided. Members of the Board talked about parity between the schools. Building and grounds committee recommended that it be done during construction.

BOARD ACTION:

Dr. O'Connor made a motion to accept that the District purchase of the playground equipment as recommended by the PTO not to exceed \$30,000 with a donation of \$15,000 from PTO and then district would purchase equipment. Seconded by Mr. Bortner and passed on a vote of 9-0.

Destiny Winhower wondered if a decision has been made regarding the girls' soccer team. Dr. Moyer stated that he met with Mr. Wagner. The appropriate administrator, along with Mr. Wagner, would need to make a recommendation to approve soccer. Swimming and cross country teams are being examined also.

Jared Reck stated that his daughter goes to Clearview along with many other parents tonight. Keith Smith teaches at Southwestern. He talked about teachers at Clearview Elementary. He wanted to have Clearview stay the way it is and would

hate to lose two teachers. Dr. Moyer commented on teacher concerns at Clearview. Jeanne Pranaces, parent of first grader, that will be attending Clearview next year also spoke regarding Clearview teachers and the transferring of teachers among buildings.

- C. Approval of Minutes from Past Meetings - The board was requested to approve the minutes of the Board Meeting April 26, 2010, and Planning Meeting May 10, 2010.
- [Minutes](#) 4-26-10
 - [Minutes](#) 5-10-10

BOARD ACTION:

Mrs. Lingg made a motion to approve the minutes with one correction to the minutes from April 26. Seconded by Mr. Watson and passed on a vote of 9-0.

- D. Committee Reports

York School of Technology – Watson, Chair; Edwards (Alternate)- No report

Recreation – Lingg, Representative; A. Smith (Alternate) - No report

PN Advisory – Funk, Representative; D. Smith (Alternate) - Graduation will be held on July 8.

Meet & Discuss Professional, Classified & Administrative – D. Smith, Chair; Bortner, Funk, Lingg (Alternate) - No report

Joint Wage Tax –Edwards, Representative; O’Connor (Alternate) - No report

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative; Elaine Kennedy - No report

Legislative Liaison with Pennsylvania School Board Association – O’Connor, Representative; Engle (Alternate) A meeting was planned in York, but was postponed until fall. They are working on revisions on how people can appeal their taxes.

Key Communicator’s Network – All - The final session for this school year will be held on Wednesday, May 26 at 11:30 AM.

Policy Committee –Engle, Chair; Funk, O’Connor, Lingg, Watson (Alternate)- Mr. Engle commented that the committee met on May 12th. There will be six policies submitted at the next meeting.

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

Alex Daubert reported that a Mini Thon was held on May 14. They raised over \$4,000 for the Four Diamonds Fund. The Prom was held on Friday evening at the Hanover Country Club. May 14 was Nighthawk Pride Day with many activities. Senior finals are being held this week and Underclassmen finals will be held next week. Spring sports were very successful this year.

- E. Superintendent’s Report -Dr. Moyer presented budget comments.

Budget 2010-11 - Dr. Moyer discussed several key points regarding the proposed budget for 2010-2011.

Hawk-Talk - A small video was shown highlighting the new program. Anyone that has any suggestions for issues to be discussed is more than welcome to let Dr. Moyer or Joel Hain know.

F. Standing motions regarding Facilities

1) New Business:

- a) Washington Full-Day Kindergarten - move to Clearview Elementary for 2010-2011 school year. (Information item- No Board action required.)
- b) Plan Con D Approval - The Board was requested to approve the submission of the Plan Con D Approval document for Washington Elementary and Hanover Street Elementary to the Pennsylvania Department of Education. ([Washington](#), [Hanover Street](#))

DISCUSSION:

Mr. Wentz reported there is additional work that needs to be done by the engineer still waiting on for a month regarding an inadequate response by York County Conservation in relation to Washington Elementary. The district received a letter requiring additional information and working on consolidating deeds at Hanover Street. Plans are not completed yet to be reviewed at Hanover Street. Mr. Smith stated that Gerald Funk has been contacted to get on the ball. Stock and Leader are working on deeds to consolidate. We still have not seen complete drawings on Hanover Street. Mrs. Funk raised a question if they are doing it as a whole unit or can we move ahead with one. Mr. Smith commented that they were submitted as one so they must be completed together. Dr. O'Connor commented to have someone reviewing the drawings to help avoid change orders. Dr. O'Connor asked if the Board wants to hire a project manager since some boards hire a project manager. Building and grounds committee will work on a proposal for the project manager. Dr. O'Connor felt that we can possibly advertise and hire an outside person. Mrs. Funk commented that we should have two separate entities to provide a checks and balances system. Mr. Musselman mentioned that it would be clerk of the works.

BOARD ACTION:

Mrs. Smith made a motion to approve Plan Con D. Seconded by Mr. Bortner and passed on a roll call vote of 9-0.

- c) Tennis Club Proposal- (Information item - No Board action required.)

DISCUSSION:

Mr. Smith reported they are going to withdraw proposal and go to another venue.

- d) Other Business

G. Standing motions regarding personnel

- 1) Employment - The Board was 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) Leave of Absence- The Board was 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) 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.

BOARD ACTION:

Dr. O'Connor made a motion to approve the employment items as presented. Seconded by Mrs. Funk and passed on a roll call vote of 9-0.

- 4) New Business:

- a) Employment - The Board was requested to approve the following employees:

Summer Workers:

Summer Cleaning Crew:

Josh Livelsberger - \$7.50 per hour

Kim Heist -(3.25 hrs/day) \$7.25 per hour

Kady Descheemaeker - (4hrs/day) \$6.75 per hour

James Blake - substitute \$7.25 per hour

Substitute Employees:

Deanna Cox, Ryan Dixon, Amy Raubenstine and Cathiusca Riccardi-Arauz, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

LPN Employee:

Meghan Moroz, part-time LPN Instructor, effective May 25, 2010. Rate of compensation will be \$28.00 per hour. ([enclosure](#))

- b) Termination- It is recommended that the Board approve the termination of employment of Carol Hartman, Reading Specialist, effective June 4, 2010, pursuant to the terms and conditions of the related Severance Agreement and General Release wherein she will receive four weeks severance pay.

BOARD ACTION:

Mrs. Lingg made a motion to approve the termination as presented. Seconded by Mrs. Smith and passed on a roll call vote of 9-0.

- c) Other Business

H. Standing motions regarding Instruction

- 1) Board Policies – The Board was 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](#))

DISCUSSION:

Mrs. Funk requested policy 234 be pulled for separate action and discussion

BOARD ACTION:

Dr. O'Connor made a motion to approve the board policy 234 as presented. Seconded by Mrs. Lingg. Mrs Funk suggested an amendment to change the heading to Married/Pregnant and Parenting students. Policy 234 was approved with the amendment to the heading with a vote of 9-0.

BOARD ACTION:

Mrs. Smith made a motion to approve the remaining policies as presented. Seconded by Mrs. Funk and passed on a vote of 9-0.

- 2) Textbook Adoption - The Instructional Committee recommends adoption of the High School Holt McDougal series of math textbooks. The Board was 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

BOARD ACTION:

Mr. Bortner made a motion to approve the textbooks as presented. Seconded by Dr. O'Connor and passed on a vote of 9-0.

- 3) New Business

a) [HPSD Cyber School](#)

DISCUSSION:

Mr. Musselman presented information regarding the proposed cyber school.

BOARD ACTION:

Dr. O'Connor made a motion to approve the Cyber School as presented. Seconded by Mrs. Funk and passed on a roll call vote of 9-0.

I. Standing motions regarding Finance

- 1) Cafeteria Bid Approval - The Board was requested to approve ability to seek bids for Cafeteria Foods including Bread, Milk and Tea and Frozen novelties for the 2010-2011.

BOARD ACTION:

Mrs. Lingg made a motion to approve the cafeteria bid approval as presented. Seconded by Mrs. Smith and passed on a vote of 9-0.

- 2) Depository and Banking Institutions - The Board was requested to approve Susquehanna Banks as depository and PLIGIT and PSDLAF as banking institutions for the 2010-2011 school year.
- 3) Transportation - The Board was requested to approve F & S Transportation for the Athletic, Band, and Field Trips transportation for the 2010-2011 school year (2 quotes received) ([enclosure](#)).
- 4) Custodial Bid - The Board was requested to approve the following custodial bid items (2 bids received)

Penn United Restaurant Supply	\$ 2,403.75
Americhem International, Inc.	\$11,127.42
Total	\$13,531.17

- 5) Music Supplies and Equipment Bid - The Board was requested to approve the following music supplies and equipment (9 bids received) ([enclosure](#))

Suzuki Musical Instrument Corp.	\$ 764.12
Washington Music Center	\$ 3,271.00
Total	\$ 4,035.12

DISCUSSION:

Mr. Wentz commented that next year they may not see the music bid. They may not go out for bids, since it is required only at the \$10,000 mark.

BOARD ACTION:

Mrs. Smith made a motion to approve Items 2-5 as presented. Seconded by Mrs. Lingg and passed on a vote of 9-0.

- 6) Athletic Supplies and Equipment Bid - The Board was requested to approve the following athletic supplies and equipment. ([enclosure](#))

DISCUSSION:

Mr. Wentz indicated this item would need to be addressed on another agenda

in the future.

- 7) Middle School Auditoria Flooring Bid - The Board was requested to approve the Middle School Auditoria Flooring bid in the amount of approximately \$21,100 from Awards Carpets, Inc. (2 bids received) ([enclosure](#))

DISCUSSION:

Mr. Smith questioned if we had a scope of work. Mr. Wentz commented that Mr. Grimes would schedule time of works. Mr. Grimes had in low bidder just to make sure that there bid still held.

BOARD ACTION:

Mrs. Smith made a motion to approve the middle school auditoria flooring bid as presented. Seconded by Mr. Bortner and passed on a roll call vote of 9-0.

- 8) Monthly Reports – The Board was requested to approve the following reports for the month of April

- [Tax Collector Report](#)
- [Treasurer’s Report](#)
- [Investment Report](#)
- [Budget Expenditure Report](#)
- Revenue Budget Summary
- [Cafeteria Report](#)
- [Student Activities Report-MS](#)
- [Student Activities Report -HS](#)

DISCUSSION:

Dr. O'Connor questioned budget expenditure report - question on page 1 - 1491 was budgeted for \$500, but have spent \$55,000 Sec. 1490 and enough money is present. Question on page 4 - interim real estate tax - only at 39% of what was anticipated, do we need to change anything of what you projected for next year.

BOARD ACTION:

Dr. O'Connor made a motion to approve the monthly reports as presented. Seconded by Mr. Engle and passed on a roll call vote of 9-0.

- 9) Check Register – The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$724,901.23, Construction totaling \$1,509.19, and Cafeteria totaling \$26,684.11. Grand total \$753,094.53 ([enclosure](#))

BOARD ACTION:

Mrs. Lingg made a motion to approve the check registers as presented. Seconded by Mrs. Funk and passed on a roll call vote of 9-0.

- 10) Joint Purchasing (LIU #12) Bid - The Board was requested to approve the following bids awarded through the Joint Purchasing Board of the LIU #12:

Art

Elgin School Supply Co. Inc.	\$ 115.99
Kurtz Brothers	\$ 987.86
School Specialty Inc.	\$ 866.84
National Art & School Supplies	\$ 1,109.76
Blick Art Materials	\$ 86.42
Pyramid School Products Inc.	\$ 3,372.18

Quill	\$ 627.18
Cascade School Supplies	\$ 615.37
Commercial Art Supply	\$ 594.22
Total	\$ 8,375.82

Custodial

Mike Cummings Company Inc.	\$ 1,497.00
Americhem International	\$ 85.35
Allied Cleaning Technologies	\$ 147.75
Holt Paper & Chemical Co.	\$ 1,156.73
Hillyard Inc.	\$11,793.39
Quaker City Paper Co.	\$ 388.54
Xpedx-Harrisburg	\$12,185.09
Sherwin Williams Co.	\$ 7,987.50
Calico Industries Inc.	\$ 3,492.94
Pyramid School Products, Inc.	\$ 216.08
Quill	\$ 120.48
Metco Supply Inc.	\$ 234.94
Hassinger & Company Inc.	\$ 124.00
Total	\$ 39,429.79

General

Elgin School Supply Co. Inc.	\$ 258.09
Kurtz Brothers	\$ 2,955.11
School Specialty Inc.	\$ 1,314.83
L. Wm. Applegarth	\$ 3 43.94
Standard Stationery Supply	\$ 1,310.78
Pyramid School Products, Inc.	\$ 5,918.19
Quill	\$ 4,101.34
Office Basics, Inc.	\$ 3,681.42
Cascade School Supplies	\$ 675.88
Total	\$20,559.58

Athletic and Health Supplies

Henry Schein, Inc.	\$ 72.06
Sportsman's	\$ 12.90
United Health Supplies	\$ 1,229.26
Patterson Medical Supply	\$ 86.21
Total	\$ 1,400.43

Paper

Kurtz Brothers	\$ 4,090.42
Standard Stationery Supply	\$ 1,245.95
Lindenmeyr Munroe	\$ 2,305.09
RIS Paper Company, Inc.	\$18,410.52
Total	\$26,051.98

BOARD ACTION:

Mrs. Smith made a motion to approve the joint purchasing bid as presented. Seconded by Mr. Watson and passed on a vote of 9-0.

- 11) Treasurer - The Board was requested to appoint Dr. Jim O'Connor as the treasurer for the 2010-2011 school year.

BOARD ACTION:

Mr. Engle made a motion to approve Dr. O'Connor as the treasurer as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0. Dr. O'Connor abstained.

- 12) Preliminary General Fund Budget 2010-2011 Expenses - The Board was requested to approve the preliminary General Fund Budget for the 2010-2011 school year with expenses of \$26,898,033 (4.03% increase). ([enclosure](#))

DISCUSSION:

Mr. Bortner read a statement and voiced objections about the state participation regarding voting no on mileage increase. Mrs. Funk also agreed with Mr. Bortner. The form will be posted on our website and available for 30 days. Mrs. Smith asked what mileage increase would pose in actual tax \$38 per \$100,000 value of house. Mrs. Funk expressed concern about half time science teacher. Dr. O'Connor requested to make an amendment to eliminate the amount of salary for the half time science teacher if he can get a second. Dr. Moyer commented.

BOARD ACTION:

Mr. Engle made a motion to approve the preliminary general fund budget for 2010-2011 as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 6-3. Mr. Bortner, Mr. Edwards and Mrs. Funk cast the negative votes.

- 13) Preliminary General Fund Budget 2010-2011 Millage Rate - The Board was requested to approve a millage rate increase of .38 mills (2%), from 18.69 to 19.07 mills.

BOARD ACTION:

Mrs. Lingg made a motion to approve the preliminary general fund budget 2010-2011 Millage rate as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-3. Mr. Edwards, Mrs. Funk and Mr. Bortner cast the negative votes.

- 14) Cafeteria Budget and Pricing for 2010-2011 - The Board was requested to approve the cafeteria budget for 2010-2011 along with the following pricing:

Breakfast	\$1.00 (no change)
Elementary Lunch	\$2.00 (previously \$1.85)
Secondary Lunch	\$2.25 (previously \$2.10)
Adult Lunch	\$3.00 (previously \$2.90)
Milk	\$0.50 (no change)

DISCUSSION:

Dr. O'Connor suggested a three-year goal of a balanced budget using hours of staff or different recommendation from administration, 60k, 30k, raise prices or lay-off staff to get a balanced budget.

BOARD ACTION:

Dr. O'Connor made a motion that the budget for the cafeteria be amended

that the cafeteria budget general fund transfer be reduced from \$90,000 to \$60,000. Seconded by Mr. Bortner and passed with a roll call vote of 6-3. Mrs. Lingg, Mr. Smith and Mr. Edwards cast negative votes.

BOARD ACTION:

Mrs. Smith made a motion to approve the cafeteria budget and pricing for 2010-2011. Seconded by Mrs. Lingg. Dr. O'Connor made a motion to table the motion. Seconded by Mr. Bortner and the table was passed on a vote of 9-0

- 15) School Physicians - The Board was requested to approve the following school physicians for the 2010-2011 school year.

School Physicians:

Dr. Kurt Thomas (Consulting Physician)
Dr. Thomas Rapp
Dr. Douglas Masucci

School Dentists:

Dr. Henry Hoffacker
Dr. Lesley Baratz

BOARD ACTION:

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

- 16) INFORMATIONAL ITEM - York School of Technology Roof Replacement Update

DISCUSSION:

Mr. Wentz commented that the bid came in at half of the expected cost.

J. Other Business -

Dr. O'Connor would like the board to consider if we were to have a special meeting workshop in summer to discuss, principals discretionary budget, look at line items where we could cut for following years budget. This was a suggestion for leadership take under advisement.

Sara Little made a comment on PSERS problem.

K. Next meeting date:

The next planning meeting will be held on Monday, June 14, 2010, at 6:00 PM.
The next Board Meeting will be held on Monday, June 28, 2010, at 6:00 PM.

L. Adjournment- The meeting was adjourned at 8:55 PM.