

## BOARD OF DIRECTORS MEETING MINUTES

Monday, June 28, 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 6:05 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
  - Board Member absent: Mr. Edwards
  
  - Also Present: Dr. Moyer, Mr. Musselman, Mr. Fry, Mrs. Dubbs, Mr. Grimes, Mrs. Gunnet, Mrs. Brown, Mr. Samuelsen, Mr. Wentz, Mrs. Frock, Mr. Hershner, Mike Vaux, HPESPA; Heather Faulhefer, Evening Sun; Laura Silver, Connie Hahn, Brian Frederick, Melissa Herrick, Dave Hoffman, Kenneth Silver, Lisa Barnes, Scott Senft

### B. Recognition of Visitors and Public Comments - Mr. Smith announced there was an executive session prior to the meeting to discuss personnel issues.

### C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of the Board Meeting May 24, 2010, and Planning Meeting June 14, 2010.

- [Minutes](#) 5-24-10
- [Minutes](#) 6-14-10

#### BOARD ACTION:

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

### 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 at 7:30 PM.

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

Joint Wage Tax – Edwards, Representative; O'Connor (Alternate) - Dr. O'Connor reported that TCC is a state appointed body who would like to merge with York/Adams. TCC would meet one time a year. This will all transpire within two to three years.

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

Legislative Liaison with Pennsylvania School Board Association – O'Connor, Representative; Engle (Alternate) - No Report

Key Communicator's Network – All

Policy Committee –Engle, Chair; Funk, O’Connor, Ligg, Watson (Alternate) - Mr. Engle reported that policy meetings are planned for July 7 and 14. He is planning to have half day sessions.

Education Committee - Dr. O'Connor reported that the meetings are now recorded. The topic for the past meeting was promoting career opportunities to students. There was no action taken at the meeting. They are working on policies regarding assessment and posting of curriculum.

Per Capita Tax - Dr. Bortner stated that tax bills will be sent out in the near future. There will be information sent with the bills referring to the website where they get forms and information regarding Ordinance 1796 regarding Landlords and Renters.

E. Superintendent’s Report

- Reflections from year one - Dr. Moyer stated that he had available for Board Members copies of Administration Goals for 2009-2010. He felt that there was a lot accomplished in the first year.
- 2010-11 budget - Dr. Moyer thanked the School Board members for being good stewards of the district funds.
- State assessment/raw scores - The raw scores are now available. He felt that we have areas to celebrate and also areas to work on.
- YCAL Grants - There are five teachers who received \$1,000 grants. Dr. Moyer thanked them for their initiative.
- Legislators round-table discussion - There will be a meeting on July 1 beginning at 4:00 PM with legislators Will Tallman, Dan Moul and Mike Waugh.
- Federal Programs Review ([enclosure](#)) - There was one person who did the audit. Dr. Moyer thanked Rick Musselman and Wesley Doll and all of those who made this a success.
- Focus Areas/2010-11 - These are ongoing activities. One of the focus areas are implementing LFS. He would also like to see that renovation projects are done well.
- Cyber School Academy - Dr. Moyer stated that we would like to promote our new program.
- Sheppard and Myers - Administration will be presenting information regarding their thoughts regarding the location of the stadium in the near future.

F. Standing motions regarding Facilities

1) New Business:

- a) Information Item - Meeting with Penn Township - Mr. Smith stated that the committee met with Penn Township. They will need to submit a plan and receive building permits from Penn Township but everything else seems to be in order.
- b) Construction meeting report update - The committee meets every Thursday beginning at 3:00 PM. They are still waiting for approval from PDE.
- c) Other Business - None

G. Standing motions regarding personnel

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

Bryan Beichler, FMLA leave of absence beginning approximately August 20, 2010, not to exceed the allowable 12 weeks of FMLA leave. Mr. Beichler will be using paid time prior to beginning leave without pay.

- 2) Supplemental/Substitute Rate Schedule for 2010-2011 - The Board was requested to approve the 2010-2011 Supplemental/Substitute Rate Schedule ([enclosure](#)).
- 3) Non-Bargaining Unit Classified Position Rate Increase- The Board was requested to approve increases for the 2010-2011 school year for the following Non-Bargaining Unit Classified Position ([enclosure](#)).

Secretary to the Personnel Administrator and Business Manager  
Payroll Clerk  
Confidential Secretary/Accounting Clerk to Business Manager  
Secretary to the Superintendent and Assistant Superintendent  
Adult Patrols

**BOARD ACTION:**

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

- 4) New Business:
  - a) Resignation- The Board was requested to approve the following resignation:  
  
LPN Employee  
Margaret Merrick, full-time LPN instructor, effective June 16, 2010.  
  
Professional Employee  
Heather Warner-Little, 6th grade teacher at the Middle School, effective June 21, 2010. Mrs. Little is requesting to remain on the substitute list for the 2010-2011 school year ([enclosure](#)).
  - b) Co-Curricular Increase for the 2010-2011 School Year- The Board was requested to approve no change to the ranges for the 2010-2011 school year with a 3% increase for those below midpoint and a 1.5% increase for co-curriculars at or above midpoint (same enclosure as item C).
  - c) Coaching Increase for the 2010-2011 School Year- The Board was requested to approve no change to the ranges for the 2010-2011 school year with a 3% increase for those below midpoint and a 1.5% increase for coaching at or above midpoint ([enclosure](#)).
  - d) Memorandum of Understanding- The Board was requested to approve the Memorandum of Understanding between Hanover Public School District and Hanover Public Education Support Personnel/PSEA/NEA for mowing services effective for the 2010-2011 school year ([enclosure](#)).
  - e) Approval to Advertise- The Board was requested to approve to advertise for the following position.  
  
Elementary teaching position (1)
  - f) Request for Leave of Absence- The Board was requested to approve the following leave of absence:

Carrie Iezzi, 6th grade teacher, request for extension of FMLA and Uncompensated Leave for Childrearing through the end of the 2010-2011 school year ([enclosure](#)).

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

Professional Employee:

Alexis Folmer, elementary teacher at the middle school, effective August 20, 2010 ([enclosure](#)).

BOARD ACTION:

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

- h) Other Business - None

H. Standing motions regarding Instruction

- 1) Board Policies – The Board was requested to approve the final adoption to:
- 227 Controlled Substances/Paraphernalia ([enclosure](#))
  - 234 Married/Pregnant and Parenting 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](#))

BOARD ACTION:

Mrs. Smith made a motion to approve the board policies as presented. Seconded by Mr. Bortner and passed on a vote of 8-0.

I. Standing motions regarding Finance

- 1) Miscellaneous Sports - The Board was requested to approve the authorization of a two-year exhibition season for a girls' soccer team beginning with the 2010-2011 school year, after which establishing it's permanency will be evaluated by the administration.

BOARD ACTION:

Dr. O'Connor made a motion to approve the authorization of the miscellaneous sports as presented with the added phrase "will be evaluated by using criteria by the administration." Seconded by Mrs. Lingg and failed on a 4-4 vote. Mr. Bortner, Mr. Engle, Mrs. Smith and Mr. Smith cast the negative votes.

- 2) Cafeteria Budget - The Board was requested to approve the 2010-2011 Cafeteria Budget ([enclosure](#)).

DISCUSSION:

Mr. Wentz stated that the proposal reflects the increase in lunch prices and also other budget cuts. The proposed transfer amount would be \$69,500. Dr. O'Connor noted that according to the end of May statement the cafeteria is \$126,000 in debt. He wondered if that was still in line with the \$90,000 transfer figure. Mr. Wentz stated that they are still waiting for reimbursements and the transfer should be around \$90,000.

BOARD ACTION:

Dr. O'Connor made a motion to approve the cafeteria budget as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 3) Student Accident Insurance Approval - The Board was requested to approve the Sports Insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance

All Sports (grades 7-12):

Plan AA, \$1,000,000 medical maximum

Total premium \$6,695 (\$6,500 prior year) includes additional rider for students school to work programs

Optional Student Accident Insurance (offered to parents to purchase)

Plan A Primary Benefits

\$1,000,000 medical maximum

Total premium \$88.00 24 hour coverage (no increase)

School time coverage \$22.00 (no increase)

Dental (to be purchased with above plans) \$8.50 (no increase)

BOARD ACTION:

Mrs. Smith made a motion to approve the student accident insurance as presented. Seconded by Mr. Watson and passed on a vote of 8-0.

- 4) Donation - Hanover Hospital fitness equipment - The Board was requested to approve the following donation of fitness equipment from Hanover Hospital: Monarch Arm Ergometer, Cybex Back Extension Machine, Cybex Galileo Abdominal Machine, and Cybex Galileo Overhead Press.

BOARD ACTION:

Mrs. Funk made a motion to approve the donation as presented. Seconded by Mr. Watson and passed on a vote of 8-0.

- 5) Non Resident Tuition Approval for 2010-2011 - The Board was requested to approve the Non Resident Tuition Rates for the 2010-2011 school year  
Elementary \$10,073.69 or \$55.96 per day (\$10,134.39 prior year)  
Secondary \$11,097.51 or \$61.65 per day (\$11,159.79 prior year)

DISCUSSION:

Mr. Bortner wondered why this figure went down and our expenses are increasing. Mr. Wentz stated that this is calculated by PDE. It is a very complex calculation. He stated that the amount we receive from participating students is very limited.

BOARD ACTION:

Mrs. Lingg made a motion to approve the non resident tuition as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-1. Mr. Bortner cast the negative vote.

- 6) New Business

- a) Monthly Reports - The Board was requested to approve the following reports for the month of May (enclosures).

- [Tax Collector Report](#)

- [Treasurer's Report](#)
- [Investment Report](#)
- [Revenue Budget Summary](#)
- [Cafeteria Report](#)
- [Student Activities Report-MS](#)
- [Student Activities Report -HS](#)

DISCUSSION:

Dr. O'Connor wondered about the Student Activity Accounts and why the Middle School student store is making a sizeable profit and the High School student store is losing money. Mrs. Smith stated that at the Middle School the budget strings are tight. Mr. Samuelsen stated that he is looking at changes. Student Council currently runs it and is a small operation. Dr. O'Connor wondered if there is a Club Deca or have the business department run. Mr. Samuelsen stated that it will hopefully turn around.

BOARD ACTION:

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

- b) Check Register - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$2,196,690.65, Construction totaling \$8,432.70, and Cafeteria totaling \$13,361.20. Grand total \$2,218,484.55. ([register 10](#))([register 12](#)) ([register 13](#)) ([register 29](#)) ([register 30](#)) ([register 32](#)) ([register 33](#)) ([register 50](#)) ([register 80](#)) ([register 81](#))

BOARD ACTION:

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

- c) 2010-2011 Final General Fund Budget Adoption - The Board was requested to approve the final adoption of the 2010-2011 General Fund Budget with total expenditures of \$26,898,033 adjusted downward by \$8,000, as presented at the May 24, 2010, board meeting. Final budget adoption in the amount listed above requires an increase of the real estate tax levy from 18.69 to 19.07 (2%) The Board is requested to approve the millage increase. In addition the Board is requested to approve the per capita tax (Act 679) for \$5.00, the per capita tax (Act 511) for \$5.00 and the occupational tax at \$10.00. In addition, the earned income tax at .5% and real estate transfer tax at .5% ([enclosure](#))

DISCUSSION:

Mr. Wentz stated that the amount of the total expenditures will be changed to \$26,877,033 due to cafeteria cuts. Mr. Bortner wondered if we could change the per capita tax and require renters pay more toward the taxes. Mr. Wentz stated that he would have to check into that. There is a law as to no new taxes but wasn't sure if that would apply to raising them.

BOARD ACTION:

Mr. Engle made a motion to approve the 2010-2011 Final General Fund Budget as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-2. Mrs. Funk and Mr. Bortner cast the negative votes.

- d) Transfers - The Board was requested to approve transfers of Lincoln Benefit Insurance Trust of \$125,000, Capital Reserve Transfer of \$641,443, and designation of \$300,000 for future retirement cost increases.

DISCUSSION:

Dr. O'Connor wondered if these transfers were for last year or next year. Mr. Wentz stated that it was in order to stay within the eight percent and it was actually for 2008-2009. The Capital Reserve amount should be changed to \$655,483.

BOARD ACTION:

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

- e) Homestead/Farmstead - The Board was requested to approve the receipt and disbursement of \$574,096 from the state as part of the Act 1 tax reduction. The result is a reduction on the assessment of approved homestead properties of approximately \$8,752, this equates to approximately \$167 in tax reduction.

BOARD ACTION:

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

- f) Installment Payment of Taxes - The Board was requested to approve the installment payment dates of taxes as first installment due September 15, second installment due October 15 and third installment due November 15. To qualify for the installment payments the first installment payment must be paid by the due date. A 10% penalty will be added to installment payments paid after the installment due date.

DISCUSSION:

Mr. Wentz stated that this applies to residential only and not commercial taxes.

BOARD ACTION:

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

- g) Asbestos Abatement Bid Approval - Washington and Hanover Street Elementary - The Board was requested to approve the Washington Elementary bid from First Capital Insulation in the amount of \$28,500 (base bid) with an Add Alternate #1 of \$16,400 and an add alternate #2 of \$2,500 and unit prices as listed on enclosure, and Hanover Street Elementary bid from First Capital Insulation in the amount of \$16,800 (base bid) and unit prices as listed on enclosure ([enclosure Washington](#)) ([enclosure Hanover Street](#)).

BOARD ACTION:

Mrs. Funk made a motion to approve the asbestos abatement bid as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- h) Athletic Supplies and Equipment Bid Approval - The Board was requested to approve the following athletic supplies and equipment bids for 2010-2011 ([enclosure](#)):

ARC Sports	\$ 259.00
Bethlehem Sporting Goods	\$ 4,428.53
Canon Sports Inc.	\$ 128.52
Gilman Gear	\$ 2,350.00
H & L Team Sales Inc.	\$ 3,601.87
Longstreth	\$ 508.50
M-F Athletic Co, Inc.	\$ 590.00
Ridell All America	\$ 239.95
Schutt Reconditioning	\$ 94.46
Supply Group Inc.	\$ 1,059.98
Sportsman's	\$11,689.44
Triple Crown Sports	\$ 2,965.80
<b>Total</b>	<b>\$27,916.05</b>

**BOARD ACTION:**

Dr. O'Connor made a motion to approve the athletic supplies and equipment bid as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- i) YCAL Grants - The Board was requested to approve the following grants through York County Alliance for Learning ([enclosure](#)):

Jane Brown	\$1,000
Jennifer Gebhart	\$1,000
Rebecca Glatfelter	\$1,000
David Harnish	\$1,000
Megan Stitt	\$1,000

**BOARD ACTION:**

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

- j) INFORMATIONAL ITEM - Federal Health Care Reform Update - Mrs. Frock stated that the presentation will be held at a later date. There is a LBT workshop in two weeks and they should have more information. Mr. Wentz stated that this is a complex issue and we need to have all the information before presenting.

- J. Other Business - Someone asked about the girls soccer being deadlocked and whether it could be brought up again. Dr. Moyer stated that the proposal was shared with the Board. It was asked if policy wise if they have a right to pursue. Dr. O'Connor stated that agendas are decided by Superintendent and School Board president. It can also be brought up by a school board member if it doesn't come up. Dr. Moyer stated that he appreciated their passion and will do our best. It was noted that one member was not present at this meeting and may be able to break the tie at another time.

- K. Next meeting date:

The planning meeting will be held on Monday, July 12, 2010, at 6:00 PM.

The next board meeting will be held on Monday, July 26, 2010, at 6:00 PM.

- L. Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mrs. Smith. The meeting was adjourned at 6:55 PM.



