

BOARD OF DIRECTORS MEETING MINUTES

Monday, October 24, 2011

6:00 P.M.

A. Opening Business

- Call to Order – The meeting 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, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mr. Watson

Student Board Members present: Kyle Sheely, and Marta Gomez (Zachary Sheaffer arrived after roll call)

Also Present: Dr. Moyer, Dr. Smith, Mr. Fry, Mrs. Dubbs, Mr. Wentz, Mrs. Brown, Mr. Hershner, Mr. Samuelsen, Mrs. Frock, Mrs. Gunnet, Jason Suter, Reagan Bitler, Mike Vaux, HPESPA

B. Recognition of Visitors and Public Comments - None

C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of September 26, 2011, and October 10, 2011.

- Minutes 09-26-11 ([enclosure](#))
- Minutes 10-10-11 ([enclosure](#))

BOARD ACTION:

Mr. Bortner made a motion to approve the minutes as presented. Seconded by Mr. Watson and passed on a roll call vote of 9-0.

D. Committee Reports

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

Recreation – Lingg, Representative; A. Smith (Alternate) – The next meeting will be in January.

PN Advisory – Funk, Representative – No Report

Meet & Discuss Professional, Classified & Administrative – Lingg, Chair; Bortner, Funk – No Report

Joint Wage Tax – Edwards, Representative; O'Connor (Alternate) – No Report

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative; Elaine Kennedy – Mr. Wentz stated that we are working with the Trust in regard to a dependent audit. We will need to provide verification of dependents. This is handled by an independent third party. We are charged eight percent of the savings.

Legislative Liaison with Pennsylvania School Board Association – O'Connor, Representative; Engle (Alternate) – Dr. O'Connor reported that they are still in session and many are still pending. The Senate education committee will be voting on the voucher bill tomorrow which would include private schools. There is possibly a

one-sentence bill which states that if a district has their own cyber school they do not need to make payments to other cyber schools.

Key Communicator's Network – All ([enclosure](#)) – The dates have been established for the year.

Policy Committee – Lingg, Chair; Funk, O'Connor, Engle, Watson (Alternate) – The next meeting will be November 9 at 4:00 PM.

Educational Instruction Committee - O'Connor, Chair; Funk, Watson – Dr. O'Connor indicated that tentative minutes are on the web page. Class size will be discussed on Monday, November 21, at 4 PM.

Sheppard and Myers Promotional - Bortner, Engle, Lingg – The re-dedication ceremony will be held on November 4, 2011. The parade will begin and the gates will open at 5 PM. Mr. Bortner outlined fund raising activities that are going on right now. Patrons may donate funds through the sheppardmyers.org website or sending directly to the school. There will be plaques made to recognize the patrons. Banners may be purchased and available in the gyms. With the new scoreboard businesses and individuals may advertise during sporting events. The purpose is to use the facilities year-round for events including JV and elementary soccer, soccer/football camp, track, Sonny Sheppard Relays. Mr. Bortner expressed hope that a committee for this would be appointed annually. There will be a meeting tomorrow afternoon at the stadium at 3 PM. Mr. Smith stated that there will be a state food inspection on November 2 at 2 PM.

Student Board Members - Sheely, Gomez, Sheaffer

Kyle Sheely reported that there will be a Robotics Challenge at Spring Grove tomorrow. There will be a Student Council Halloween Trick or Treat Night on Wednesday evening. There will be play dancers in the Halloween parade. The fall play "Christmas Carol" will be November 18, 19 & 20. The Link Crew is going well. Information will be in the next Orange and Black newsletter regarding the Link program. Basketball is coming soon. The senior class gift this year will be a shed next to the arboretum which is also Kyle Sheely's eagle scout project.

Mart Gomez stated that football is improving. They are looking forward to the first game at Sheppard and Myers stadium. The last game for the season for soccer was held at William Penn and Hanover won by 9-0. Girls' basketball will be getting a new coach with Denny Garman. Wrestling will have a new coach with Dave Cataldo. Volleyball has ended strong with a game against Delone. Hanover lost but it was an intense game.

Zachary Sheaffer felt that BYOD (Bring Your Own Device) is a good thing. It is very convenient especially for athletes and it is nice to be able to show parents their work easily. Mr. Smith wished the volleyball team good luck tomorrow night. Districts will be held at Dallastown beginning at 6 PM with Spring Grove.

E. Superintendent's Report

- Suicide Prevention Committee Meeting ([enclosure](#)) – Lois Gunnet facilitated. The statistics are alarming. York county has 70 suicides annually with four being teenage students and mostly males using guns.

- Athletic Booster upcoming events – There are many events coming up including Hawk Hustle November 12, Chicken Barbeque November 12, Texas Roadhouse November 1, and Alfredos the third Sunday of every month from 4-8 PM. Also available are spirit discount cards for local businesses.

- TOY Reagan Bitler - Ship Study Council – Mr. Bitler was recognized recently as an outstanding teacher. He is an LFS trainer, association co-president. Dr. Smith stated that he is the ultimate professional and very dedicated to Hanover.
- TOY Jason Suter - Hanover Area Chamber ([video](#)) – A video was presented in honor of Mr. Suter made by Alexis Herrick.
- Key Communicator's first session (10/26 - 11:30 a.m.) – There was an open invitation to all board members to this meeting.
- Fall Play (A Christmas Carol - 35 students) – The dates are November 18, 19 & 20.

F. Director of Secondary Education Report - Dr. Smith

- High School Language Arts Curriculum – They met last week and are making great progress.
- High School Cyber Advisory Committee – Mr. Lehman is in charge of this and it was a great day. They are looking for ways to improve and build the program.
- JA Biztown – Students produced a newspaper and built adirondack chairs.

G. Standing motions regarding Personnel

1) New Business

- a) Resignations - The Board was requested to approve the following resignation items:

Substitute Employees:

Yvonne Bixler and Kelly Abell, substitute lunchroom/playground supervisor, and substitute adult patrol, respectively. Removal of names from the substitute listing effective immediately. Ms. Bixler has been hired as a regular employee.

- b) Employment - The Board was requested to approve the following employment items:

Supplemental Employees:

James Blake, assistant junior high wrestling coach, effective for the 2011-2012 school year. Rate of compensation will be \$1449.00 ([enclosure](#)).

Allen Sell, head middle school boys basketball coach, effective for the 2011-2012 school year. Rate of compensation will be \$2231.00 ([enclosure](#)).

Kyle Sheely, gameworker, effective for the 2011-2012 school year. Rate of compensation will be as listed on the SA 107a, Athletic Event Report for Payment.

Substitute Employees:

Mary McLaughlin, substitute teacher, effective for the 2011-2012 school year. Rate of compensation will be \$95.00 per day.

Andrea Hutton, substitute school nurse and healthroom assistant, effective immediately. Rate of compensation will be \$14.45 per hour.

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

Krystal Glick, math coach, effective approximately January 30, 2012, through 12 weeks of FMLA leave. Ms. Glick will be using paid leave prior to beginning leave without pay.

Mary Anne Topper, confidential secretary/accounting clerk, request for medical leave of absence, effective October 14 to approximately October 28, 2011. Mrs. Topper will be using paid leave prior to beginning uncompensated leave.

Tammy Bierkamp, custodian, request for FMLA leave for medical reasons, effective October 19, 2011, to approximately November 9, 2011. Ms. Bierkamp will be using paid leave prior to beginning uncompensated leave.

DISCUSSION:

Mr. Kelly wondered if he could get a spreadsheet with the list of coaches, salaries, seasons and number of students.

BOARD ACTION:

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

H. Standing Motions regarding Policy

- 1) Policy - The Board was requested final approval for the following Policies:
- 706 Property Records ([enclosure](#))
 - 620 Fund Balance ([enclosure](#))

BOARD ACTION:

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

- 2) New Business:

- a. Policies - The Board was requested tentative approval for the following policies:
- 913.1 Commercial Advertising on School Property ([enclosure](#))
 - 810 Transportation ([enclosure](#))

BOARD ACTION:

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

- b. Regulations - The Board was requested approval for the following regulations:
- 128-R4 Promotion ([enclosure](#))
 - 913.1-R1 Sponsorship Agreement ([enclosure](#))

DISCUSSION:

Dr. O'Connor felt that 913.1-R1 should wait until the next meeting for approval with the policy.

BOARD ACTION:

Mr. Bortner made a motion to table Regulation 913.1-R1 until the next meeting. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

BOARD ACTION:

Mr. Bortner made a motion to approve Regulation 128-R4 as presented. Seconded by Mr. Kelly and passed on a roll call vote of 9-0.

- c. Policy - The Board was requested tentative approval for the deletion of the following policy:
- 105.2 Curriculum Review by Parents and Students ([enclosure](#))

BOARD ACTION:

Dr. O'Connor made a motion to approve the tentative deletion of Policy 105.2 as presented. Seconded by Mrs. Funk and passed on a roll call vote of 9-0.

I. Standing Motions regarding Educational Programs/Curriculum

- 1) Informational Item: October 17 Meeting Summary

J. Standing Motions regarding Finance

- 1) Check Registers - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$936,431.79, Construction totaling \$1,410,974.79, Capital Reserve totaling \$26,798.99 and Cafeteria totaling \$41,428.49. Grand total \$2,415,634.06 (enclosures).
([Cafeteria](#)) ([Capital Reserve](#)) ([Construction](#)) ([General Fund](#))

DISCUSSION:

Mr. Wentz asked if the new formats were acceptable. No one disagreed.

BOARD ACTION:

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

- 2) Monthly Reports - The Board was requested to approve the following September reports:

[Investment Report](#)
[Board Summary Report](#)
[Tax Collector Quarterly Report](#)
[Student Activities Report MS](#)
[Student Activities Report HS](#)

[Construction Spending & Remaining Dollars \(through October 24\)](#)
[\(Enclosure 2\)](#)

Cafeteria Report ([Comparison](#)) ([High School](#)) ([Middle School](#))
([Clearview](#)) ([Hanover Street](#)) ([Washington](#)) (Enclosure 2)

BOARD ACTION:

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

- 2) Varsity Club Student Activity Account - The Board was requested to approve this new High School Student Activity Account ([enclosure](#))

DISCUSSION:

Dr. O'Connor wondered if this was to be set up to start fundraising. Mr. Samuelsen stated that this would be a fund for the money for varsity sweaters. The old account number was in the past trainers account.

BOARD ACTION:

Mrs. Funk made a motion to approve the varsity club student activity account as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

K. Standing Motions Regarding Building and Grounds

- 1) Soil Leveling and Seeding Bid - The Board was requested to approve H & H General Excavating bid for the soil leveling and seeding at a cost of \$69,450.00 ([enclosure](#)).

DISCUSSION:

Dr. O'Connor wondered if there would be expected additional costs. Mr. Smith stated that the total would be approximately \$80,000 for the project. There was more material to move with the additional soil. They can get started pretty quickly. Dr. Moyer stated that we have had a wonderful partnership with the Borough and maintenance staff to complete this project so far.

BOARD ACTION:

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

- L. Other Business – Dr. Moyer stated that he would like to have an executive session following the meeting.

- M. Public Comment - None

- N. Next meeting date:

The next Planning Meeting will be held on November 14, 2011
The next Board Meeting will be held on November 28, 2011

- O. Adjournment

Mr. Bortner made a motion to adjourn the meeting. The meeting was adjourned at 6:52 PM.