

Hanover Public School District
School Board Planning Meeting
Monday, May 14, 2012 - 6:00 PM

MINUTES

I. Opening Business

A. Call to Order – The board meeting was called to order at 6:05 PM.

B. Pledge of Allegiance

A. Roll Call - Board Members present: Mrs. Daubert, Mr. Edwards, Mrs. Funk, Mr. Kelly, Mr. Roland, Mr. Watson

Board Members absent: Mr. Engle, Mrs. Lingg, Dr. O'Connor

Also Present – Dr. Moyer, Dr. Smith, Mr. Wentz, Mr. Samuelsen, Mrs. Dubbs, Mr. Fry, Mrs. Frock, Mike Vaux, HPESPA; Jason Potts, Tiffanie Garman, Donna Gates, Penny Wagaman, Woodrow Wagaman Jr.

II. Recognition of Visitors and Public Comment:

Public Comment:

- Tiffanie Garman - HMS Greenhouse – Mrs. Garman stated that Mr. Wagaman, a parent, has been a key person in working with the gifted students in restoring the greenhouse. They have applied for the Disney planet challenge which gives grants to winners. They are studying hydroponics and planted tomatoes with donated items. Their goal is for teachers to use the greenhouse for other projects. They will be developing a schedule. It was felt that students in grades 5, 7 & 8 can use along with a possible High School botany class. There has been a lot of positive energy. They are looking at having an after school club and science club. They opened it up at community day for the public to see what is happening. Penny Wagaman felt that the greenhouse was a great opportunity. She felt that it looks fantastic and there was an interest in the community. Some future plans include growing tomatoes and letting the school use them. Mr. Edwards noted that some schools have greenhouses like Eastern. He felt that we could take on projects and programs already established. Penny Wagaman stated that the PTO would like them to grow flowers for the flower sale next year.

III. Director of Secondary Education Report - Dr. Pam Smith

- Summer Academy- YWCA & HPSD – Cosmic will run a summer academy for six weeks and hire some of our teachers to run the program.
- Community Day (HMS) – This was the second year for this event. It included yard sales, vendors, and a plant sale. They want to see it grow.
- BYOD - St. Marks H.S. visit - Wilmington, Delaware – They came to see our program and felt it was a very good visit.
- VITA Program - 230 Tax Returns - Elyshia appreciation letter – This was a nice program available to senior citizens in the area.
- Spring Fling/Grandparents Day @ Washington – Dr. Moyer spent time in the dunk tank. At the Grandparents day the mentoring program was highlighted.

IV. Matters for Which Board Action is Required

A. Personnel

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

Classified Employees:

John Acker, part-time cafeteria warehouse/inventory worker, effective May 15, 2012. Rate of compensation will be \$9.87 per hour ([enclosure](#)).

Joann Hockensmith, part-time cafeteria worker effective May 15, 2012. Rate of compensation will be \$9.87 per hour ([enclosure](#)).

Anthony Lawrence, regular adult patrol, effective May 15, 2012. Rate of compensation will be \$25.40 per day (current substitute).

Substitute Employees:

Jessica Sneeringer, extended elementary substitute effective April 30, 2012, through the end of the 2011-2012 school year. Rate of compensation will be \$228.66 per day. Ms. Sneeringer will substitute during the leave of Mrs. Bryn Krapf (current substitute).

Anne Jessee, day-to-day substitute lunchroom/playground supervisor, effective for the 2011-2012 school year. Rate of compensation will be \$10.08 per hour (completed).

Michael Ketterman, day-to-day substitute teacher, effective for the 2011-2012 school year. Rate of compensation will be \$95.00 per day. (completed).

Supplemental Employees:

Teresa Michael, summer COSMIC employee, effective June 18, 2012,

through August 4, 2012, not more than five (5) hours per day. Rate of compensation will be \$10.42 per hour (current employee).

Bonnie Bowers, summer COSMIC employee, effective June 18, 2012, through August 4, 2012, not more than six (6) hours per day. Rate of compensation will be \$13.30 per hour (current employee).

Sarah Enoff, summer COSMIC substitute employee, effective June 18, 2012, and then only as needed as substitute through August, 4, 2012. Rate of compensation will be \$11.00 per hour (current employee).

Rebecca Conover and Marcie Temple, gameworkers, effective for the 2011-2012 school year. Rate of compensation will be as listed on the SA 107a, Athletic/Event Report for Payment (current employees).

BOARD ACTION:

Mr. Watson made a motion to approve the employment items as presented. Seconded by Mr. Roland and passed on a roll call vote of 6-0.

Summer Reading Academy Employees:

Dates of the Academy will be June 25, 2012, through July 19, 2012. Rate of compensation will be \$20.00 per hour. All costs are paid through Title 1 Funds.

Lead Teacher -
Heather Wagaman

Teachers -
Kristy Long/Laura Staub (split position)
Connie Speck
Liz Sheaffer
Darlene Falcone
Corrinna Berwager
Deb Rinker

Substitute Teachers -
Bryan Beichler, Tyler Graham and Amy Stratton

BOARD ACTION:

Mr. Roland made a motion to approve the teachers for the Summer Reading Academy as presented. Seconded by Mrs. Funk and passed on a roll call vote of 6-0.

Summer Maintenance Workers - Effective approximately May 21, 2012, through the summer. Rate of compensation will be as listed on the Supplemental Rate Schedule.

Nathaniel Murren
Ethan Gross
Joshua Bull
Brad Sager
Josh Livelsberger

BOARD ACTION:

Mrs. Funk made a motion to approve the summer maintenance workers as presented. Seconded by Mr. Watson and passed on a roll call vote of 6-0.

1. Memorandum of Understanding - The Board was requested to approve the memorandum of understanding concerning the August 23, 2012 In-Service date ([enclosure](#)) ([options](#)).

BOARD ACTION:

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

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

Nicole Wright, request for FMLA medical leave effective May 17, 2012, to approximately May 25, 2012. Ms. Wright will be using paid leave during her absence.

BOARD ACTION:

Mr. Edwards made a motion to approve the leave of absence as presented. Seconded by Mr. Watson and passed on a roll call vote of 6-0.

B. Building and Grounds

1. Informational: Building & Grounds Meeting Report - May 4, 2012 ([agenda](#)) ([minutes](#))

DISCUSSION:

Mr. Roland gave an overview of the meeting. An item discussed was roof warranties at Washington and Hanover Street. They will require a roof

inspection two times a year. The hot water issue at Washington has been resolved. The price for Doug's Lawn Care was a little higher but the lower quote had quality problems last year. The track hurdles have been left out during the season but were put away at the end of the track season. They are looking for furniture to make a conference area in Dr. Moyer's Office. They are looking at quotes and also for donations. The temperatures and air flow has been a problem. We have been paying for IT services through NRG but Dave Fry is looking to do in house. They will be removing the antenna from the high school roof. They will be installing heat pumps at the Middle School and looking at their energy efficiency. Fertilizer will be donated for the field between the High School and Middle School.

(Dr. O'Connor arrived at 6:40.)

- 2) Plan Con I Approval Interim Reporting- The Board was requested to approve Plan Con I interim reporting ([enclosure](#))

BOARD ACTION:
No action was needed.

C. Policy

- 1) Policy - The Board was requested to approve the following policy:
 - [913.1](#) Commercial Advertising on School Property

BOARD ACTION:
Mrs. Funk made a motion to approve the policy as presented. Seconded by Mr. Watson and passed on a roll call vote of 7-0.

2. Regulation - The Board was requested to approve the following regulation:
 - [913.1-R1](#) Sponsorship Agreement

BOARD ACTION:
Mr. Watson made a motion to approve the regulation as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 3) Policy - The Board was requested to delete the following policy:
 - [102](#) Educational Goals

DISCUSSION:
Dr. O'Connor stated that the Educational Programs Committee reviewed

this policy which is covered in policy 105.

BOARD ACTION:

Dr. O'Connor made a motion to delete the policy as presented. Seconded by Mr. Watson and passed on a roll call vote of 7-0.

D. Curriculum

1. Jesse Crabbs Memorial Scholarship Committee - The Board was requested to approve the following members to be a part of the Jesse Crabbs Memorial Scholarship Selection Committee: Steve Little, Stevie Little and JoAnn Bauer. (The approval is needed as per guidelines in the scholarship.)

DISCUSSION:

Mrs. Daubert wondered if the committee changes every year. Dr. Moyer stated that he was not sure. He was hoping to keep the group intact but not certain.

BOARD ACTION:

Mr. Edwards made a motion to approve the committee as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-0.

E. Budget and Finance

- 1) Van for Student Transportation (Capital Reserve) - The Board was requested to approve a purchase of a van from New Holland Ford at a value of \$25,816.58 (Co Stars) ([enclosure](#))

DISCUSSION:

Mrs. Funk had a question as to the cost. It was stated that the cost listed is after the credits were applied. The price is correct as listed. Mr. Roland felt that an analysis needs to be completed. He felt we should also look at prices to own or rent on a per case basis. His recommendation is to look at alternatives. Dr. O'Connor wondered if it was a nine-passenger van. Mr. Wentz stated that our insurance doesn't cover for more than eleven passengers. Our two current vans are 1992 and 2002. The 1992 van would be used in other manners. Dr. O'Connor wondered if we need to bid if over \$25,000. Mr. Wentz stated that with CoStars it was already bid.

BOARD ACTION:

Mrs. Funk made a motion to approve the van for student transportation as presented. Seconded by Mr. Watson and passed on a roll call vote of 6-1. Mr. Roland cast the negative vote.

(A call was made to Mr. Engle and Mrs. Lingg prior to the discussion in order for them to vote on the next two items.)

- 2) 2012-2013 Preliminary General Fund Budget Adoption - The Budget and Finance Committee was recommending to the Board that we approve a 2012-2013 Preliminary General Fund Budget with expenses totalling \$27,586,157.

BOARD ACTION:

Mr. Roland made a motion to approve the 2012-2013 Preliminary General Fund Budget Adoption as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-2. Mr. Edwards and Mrs. Funk cast the negative votes.

- 3) Tax Millage Rate - The Board was requested to approve a preliminary tax millage increase for the 2012-2013 Preliminary General Fund Budget of .38 mills (2%) from 19.07 mills to 19.45 mills

BOARD ACTION:

Mr. Roland made a motion to approve the tax millage rate as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-2. Mr. Edwards and Mrs. Funk cast the negative votes.

(Mr. Engle & Mrs. Lingg no longer were on telephone.)

V. Planning/Discussion (items for May 29, 2012)

A. Personnel

- 1) Request for Sabbatical - The Board is requested to approve the following request for a Sabbatical - Compensated Professional Development Leave:

Megan Stitt - for the 2012-2013 School Year ([enclosure1](#)) ([enclosure2](#)) ([enclosure3](#))

DISCUSSION:

Mrs. Funk noted that this was a high cost because of reimbursement of schooling, insurance, pension and substitute teacher. She wondered how much it would cost. She felt that we should require that they serve more than just a year after a sabbatical. She felt that the policy should be changed to three years instead of one year. Dr. O'Connor noted that this is an unfunded mandate. The school code requires us to offer this. It was noted that the cost of the course was not listed on the enclosures. Mrs. Frock stated that the cost of the course was not available yet from the College. Dr. Smith noted that Mrs. Stitt will be teaching other teachers

what she learned when she returns. She will save us money in the long run. Mr. Edwards noted that this was all included in the negotiations with the union. Dr. O'Connor stated that we should look at the current contract. The Board could propose that the contract be more rigid for the next negotiations.

(Mr. Roland left at 7:10)

B. Instruction

- 1) School Physicians - The Board is requested to approve the school physicians for the 2012-2013 school year.

School Physicians:

Dr. Kurt Thomas (Consulting Physician)

Dr. Thomas Rapp

Dr. Douglas Masucci

School Dentist:

Dr. Henry Hoffacker

C. Budget and Finance

- 1) Cafeteria Budget and Pricing 2012-2013 ([enclosure](#))
- 2) Transportation RFP (Request for Proposal) Approval – The information will be presented at the next meeting.
- 3) Athletic Budget Approval ([enclosure](#))
- 4) Depositories for 2012-2013
- 5) Student Accident Insurance
- 6) INFORMATIONAL ITEM-Homestead/Farmstead Update ([enclosure](#)) – Mr. Wentz noted that we have received \$574,086.15 which is revenue neutral for the district with all monies being paid back out to approved homesteads. This will be paid out to 3,740 households. There would be \$165.44 reduction on each household who applied. The first year in 2008 the credit was \$168 compared to this year at \$165. The amount has stayed pretty consistent since the first year.

- 7) Joint Purchasing Bid Approvals - Custodial, General Supplies, Paper Supplies and Art Supplies
- 8) Check Registers
- 9) Monthly Reports-April
- 10) Treasurer Appointment for 2012-2013
- 11) Non Resident Tuition Rate for 2012-2013

VI. Public Comment

Dr. O'Connor announced that there will be an Educational Programs Committee meeting on Monday, May 21, beginning at 4:00 PM in the Boardroom. Included will be a report on the music program. The agenda will be posted on the web page.

Mr. Kelly stated Ken Phillips will be at the Budget & Finance meeting on May 29th beginning at 4:00 PM. The retirement dinner will begin at 4:45 PM. If you will be attending, please let Lois Dubbs know.

There will be a special meeting with the staff on Tuesday, May 15, beginning at 4:00 PM in the High School auditorium. Board members who attend should sit down in the front. There was a question as to whether the newspaper was notified. It was stated that the administration and board wanted the staff to know first before the newspaper was notified. Dr. O'Connor felt that we should get the information out to the community.

VII. Adjournment

The next Board meeting will be Tuesday, May 29, at 6:00 PM in the Boardroom.

Mr. Kelly made a motion to adjourn the meeting. The meeting was adjourned at 7:26 PM.