

BOARD OF DIRECTORS MEETING MINUTES

Monday, June 25, 2012

6:00 P.M.

A. Opening Business

- Call to Order – The meeting was called to order at 6:02 PM.
- Pledge of Allegiance
- Roll Call
 - Board Members present: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
 - Also present: Dr. Moyer, Mrs. Frock, Mr. Hain, Mrs. Brown, Mr. Flores, Mrs. Dubbs, Jen Swope, Shannon Resh, Andy Novosedliak, Deb Smith, Mike Vaux, HPESPA; Deb Leppo, Joanne Hahn, Terri Ahn, Heather Faulhefer, Evening Sun; Kathi Martin, Maureen Edelin, Joyce Merrel, Leigh Dalton, Stephanie O'Brien, Jen Baker, Vicki Maloney, Chuck Stitt, Sara Little, Lisa Gallagher, Dawn Reck, Jared Reck, Curtis Roberts

B. Recognition of Visitors and Public Comments

- Leigh Dalton, Truancy – Works with Judge Uhler's office. She is the director of York County Truancy. Their goal is to help decrease chronic absences. Judge Uhler is working to create a common response. He is working on official protocol that will be presented to school boards. Currently there is no county wide definition of truancy. Mrs. Dalton felt that Hanover District currently has a stringent policy and offers a quicker response. Dr. Faus met with doctors and working to have doctors partner in this initiative. She spoke regarding a Youth Alliance which would be led by youth in a peer court. They are looking to start in the Middle School. They will be offering training and members would hear about other Middle School students. They would eventually bring into the High School. Currently there are 16 Middle School students interested in participating. It doesn't require much from the school. They would need to use attendance data for kids. Judge Dubs has agreed to participate with the program if the school holds the option letter. It has been very successful at York City School District. Seventy-three percent of the cases have stopped being truant. Students would participate in the program primary after school for approximately two hours a week. An alternative to court would be community service. Dr. Moyer thanked Leigh Dalton for the presentation and for considering us. Often chronic truants are pushed into attending cyber schools. He stated that we already have a faculty advisor. Training will begin before school starts.
- Jen Swope, a parent of a second grade student, spoke regarding the large class sizes for next year. There will be 25 and 26 students in classrooms at Hanover Street. She felt that students should go to their neighborhood schools. We should look at the data. She felt that the students with the most needs have the largest class sizes. She felt that we should make sure students get what they need. Dr. Moyer stated that we are currently looking at data. If anyone has suggestions, let Dr. Krout and his team know. They are looking at options.

C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of April 23, 2012 and May 14, 2012.

- Minutes 5-29-12 ([enclosure](#))

- Minutes 6-11-12 ([enclosure](#))

There were no corrections to the minutes.

D. Committee Reports

York School of Technology – Roland, Representative – No Report

Recreation – Lingg, Representative – The meeting is the last Thursday at the Borough Office.

PN Advisory – Funk, Representative ([invitation](#)) – The graduation will be at the high School on July 12 at 7:30 PM. She invited all to attend. Dr Moyer will be speaking. There will be twelve graduates. They are taking mock boards and finals. Mrs. Lingg recommended that you attend. It is a very rare and quality program.

Meet & Discuss Professional, Classified & Administrative – Funk, Chair; O'Connor, Watson – No Report

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

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative – No Report

Legislative Liaison with Pennsylvania School Board Association – Funk – No Report

Key Communicator's Network – All – No Report

Policy Committee – Watson, Chair; Engle, Funk, Lingg – No Report

Stadium Promotion Committee – Funk – They are in the process of hanging the plaques and should be done no later than the end of July. There will be a Fall Fair in October. We are looking for the Nighthawk Special no later than the second week of September. If you are interested, please see Darlene Funk. The next meeting will be July 9th at 4:00 PM.

Educational Programs Committee - O'Connor, Chair; Funk, Watson – They had a meeting last week but will not be meeting in July. In the discussion were suggestions about realignment of the music program. They are in the process of formalizing. The goal is to get more students into the music programs. The committee is in the process of a staffing formula which will consolidate three policies.

Building & Grounds Committee – Mr. Engle noted that the district was holding back half a million from the projects. We met with Lobar and gave them a check for \$250,000. Washington Elementary roof has passed the final inspection and we are now holding a warranty on the roofs. There is still an issue with the Hanover Street elevator. The next Building and Grounds committee meeting will be July 6. We received a promise from the state that we would be receiving \$1 to \$1.5 million but it will be prorated over the next 20 years because they have no money at the state level.

E. Superintendent's Report

- FDK - K Registration – We currently have 150 students registered and usually gain 15-20 students in the summer. We are trying to pull back students from charter schools.
- Instrumental Music Program – We looked at the program at the educational programs committee. We have taken a lot of input and looking at feeder programs. Implemented this fall will be large and small group rehearsal times in the High School and exposing all students to several different instruments. The strings will still be in place but could be dropped if numbers don't support the program. We are looking at suspending or curtailing any programs with low numbers.
- Leadership Workshop/Cost Savings Strategies/July 9 Planning Meeting – It was held in the Guthrie Library. They worked on cost saving strategies that were presented in a two-hour workshop last week. They came up with some significant things.
- Tony/Track-Tractor – Tony Grimes spoke with Precision Inc. and they advised that if a mat or tarp is put on the track along with not turning the wheel it would be ok for the tractor to cross the track in order to mow.
- Communication (class of "62"-Ruth Weaver) ([enclosure](#)) – We had a great program and nice weather. We received a card of thanks from a participant of the 50th class.

F. Director of Secondary Education Report - Dr. Smith

- Curriculum
- In-Service Update 2012-13

G. Standing motions regarding Personnel

- 1) Coaching and Co-Curricular Increases for the 2012-2013 school year. The Board was requested to approve no change to the ranges for the 2012-2013 school year with a 2% increase for those below the midpoint and a 1% increase for co-curriculars at or above midpoint. ([enclosure](#)).

BOARD ACTION:

Mrs. Funk made a motion to approve the coaching and co-curricular increases as presented. Seconded by Dr. O'Connor and failed on a roll call vote of 2-7. Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, and Mr. Watson voted no.

- 2) Supplemental/Substitute Rate Schedule for 2012-2013. The Board was requested to approve the 2012-2013 Supplemental/Substitute Rate Schedule. ([enclosure](#))

BOARD ACTION:

Mrs. Funk made a motion to approve the supplemental/substitute rate schedule as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 6-3. Mr. Edwards, Mr. Engle, and Mrs. Funk voted no.

- 3) Non-Bargaining Unit Classified Position Rate Increase- The Board was

requested to approve increases for the 2012-2013 school year for the following Non-Bargaining Unit Classified Positions. ([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 non-bargaining unit classified position rate increases as presented. Seconded by Mrs. Funk and failed on a 2-7 vote. Mr. Engle, Mrs. Funk, Mr. Kelly, Mr. Roland, Mr. Watson, Mrs. Daubert, and Mr. Edwards voted no.

- 4) Gymnastics - The Board was requested to move the gymnastics coaching stipend from Level 4 to Level 2 on the co-curricular stipend scale.

DISCUSSION:

Dr. O'Connor noted that this is not an PIAA sport but Hanover sponsored. This was started when one student wanted to participate and kept going.

BOARD ACTION:

Mr. Roland made a motion to approve the gymnastic change as presented. Seconded by Mrs. Funk and failed on a 1-7 vote. Voting no were Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Watson, Mrs. Daubert, Mr. Edwards and Mr. Engle. Mr. Kelly abstained.

- 5) New Business

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

Classified Employees:

Eileen Gass, transfer from 12-month full-time to 10-month full-time position, effective August 16, 2012. Rate of compensation will change to \$12.82 per hour. Mrs. Gass last work day will be July 6, 2012, and then using paid leave through August 3, 2012.

Wendy Young, transfer from 10-month full-time position to 12-month full-time position, effective July 9, 2012. Rate of compensation will be \$12.86 per hour.

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

Lori Smith, high school secretary, request for intermittent FMLA, not to exceed 12 weeks, beginning June 7, 2012.

BOARD ACTION:

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

H. Standing Motions regarding Policy

1) Policies - The Board is requested to tentatively approve the following policies:

- [103](#) Nondiscrimination in School and Classroom Practices
- [104](#) Nondiscrimination in Employment and Contract Practices
- [248](#) Unlawful Harassment (Pupils)
- [348](#) Unlawful Harassment (Administrative Employees)
- [448](#) Unlawful Harassment (Professional Employees)
- [548](#) Unlawful Harassment (Classified Employees)
- [201.1](#) Elementary School Enrollment

2) Regulation - The Board is requested to approve the following regulation:

- [128-R2](#) Attendance/Absence

DISCUSSION:

Dr. O'Connor noted that policy 201.1 was brought to the Board by the Educational Programs Committee.

BOARD ACTION:

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

3) Regulations - The Board will be requested to approve the following regulations at the board meeting in July:

- [103-R1](#) Report Form for Complaints of Discrimination (replaces previous regulation)
- [104-R1](#) Report Form for Complaints of Discrimination

I. Standing Motions regarding Finance

1) Student Accident and Sports Insurance - 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 \$7,930 (\$6,695 prior year) includes additional rider for students school to work programs (other quotes solicited and received)

Optional Student Accident Insurance (offered to parents to purchase) Plan A
Primary Benefits \$1,000,000 medical maximum

Total premium \$88.00 for 24 hour coverage (no increase)
School time coverage \$22.00 (no increase)
Dental (to be purchased with above plans) \$8.50 (no increase)

- 2) Athletic Supplies and Equipment Bid (internal) - The Board was requested to approve the following athletic supplies and equipment bid, 4 vendors participated:

BSN Sports	\$ 764.78
Hat World/Anaconda Sports	\$ 813.46
Garden State Team Sports	\$3,523.25
Riddell	\$ 101.98
Total	\$5,203.47

- 3) Check Register - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,081,974.68, Capital Reserve totaling \$250,176.41, Construction totaling \$15,925.40 and Cafeteria totaling \$17,373.09. Grand total \$1,365,449.58.

[\(General Fund\)](#) [\(Cafeteria\)](#) [\(Construction\)](#) [\(Capital Reserve\)](#)

- 4) Monthly Reports May - The Board was requested to approve the following May monthly reports:

[Investment Report](#)

[Board Summary](#)

[Student Activities Report MS](#)

[Student Activities Report HS](#)

BOARD ACTION:

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

- 5) 2012-2013 General Fund Budget - The Budget and Finance Committee was recommending to the Board that we approve a 2012-2013 Final General Fund Budget with expenses totalling \$27,586,157.

BOARD ACTION:

Mr. Roland made a motion to approve the 2012-2013 General Fund Budget as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-2. Mr. Edwards and Mrs. Funk voted no.

- 6) Tax Millage Rate - The Board was requested to approve a final tax millage increase for the 2012-2013 Preliminary General Fund Budget-

of .38 mills (2%) from 19.07 mills to 19.45 mills. 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%

BOARD ACTION:

Mr. Roland made a motion to approve the tax millage rate increase as presented. Seconded by Mr. Engle. Mrs. Funk requested that the motion be split. Seconded by Mr. Roland and passed on a roll call vote of 9-0.

Tax Millage Rate - The Board was requested to approve a final 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 increase as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-2. Mr. Edwards and Mrs. Funk voted no.

The Board was 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%

BOARD ACTION:

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

- 7) Homestead/Farmstead - The Board was requested to approve the receipt and disbursement of \$574,086.15 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 \$8,506, this equates to approximately \$165 in tax reduction for approved homesteads.

DISCUSSION:

Dr. O'Connor noted that this money was from gambling and passed directly on to taxpayers. The income hasn't increased in the past five years.

BOARD ACTION:

Mr. Roland made a motion to approve the homestead/farmstead disbursement as presented. Seconded by Mrs. Funk and passed on a roll call vote of 9-0.

- 8) Installment Payment of Taxes - The Board was requested to approve the installment payment dates of taxes as first installment due September 13, 2012, second installment due October 15, 2012, and third

installment due November 15, 2012. 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. All properties will be eligible for installment payment of taxes.

BOARD ACTION:

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

- 9) Committed Funds - The Board was requested to approve the commitment of funds of \$1,400,100 for future retirement costs.

DISCUSSION:

Dr. O'Connor noted that the state raised the retirement system and can't restore back. They then passed the added expense on to the schools.

BOARD ACTION:

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

J. Other Business – None

K. Public Comment – Mr. Novosedliak wondered about the elimination of elementary band and orchestra. He wondered about the latest and moving to the fifth grade level. All students would be introduced to instruments in fifth grades. Students would not be introduced in third and fourth grade and wondered how we would increase the number of kids by not doing that. Dr. Moyer noted that the proposal is not final and not a perfect plan out there. Mr. Novosedliak would be getting his job assignment before the school year. Dr. O'Connor felt that we should concentrate and get to every student fifth grade and up. The long term goal is to double or more the numbers. They would be getting at a more concentrated level and felt that the fifth grade was the best place and a lot more would be taking music. Dr. Moyer stated that he was comfortable with it. It was noted that the audio was not available online for the last meeting. Mrs. Lingg noted that the Board passed the budget and nothing more we can do with the funds we have. The Administration will have to do what we feel is best for students with the funds we have.

Mrs. Lingg announced that there will be an executive session following the meeting.

L. Next meeting date:

The next planning meeting will be Monday, July 9, at 6:00 PM in the boardroom.
The next Board meeting will be Monday, July 23, at 6:00 PM in the boardroom.

M. Adjournment

Mr. Engle made a motion to adjourn the meeting. The meeting was adjourned at 7:10 PM.