

BOARD OF DIRECTORS MEETING MINUTES

Monday, September 24, 2012

6:00 P.M.

A. Opening Business

- Call to Order - The meeting was called to order at 6:00 PM.
- Pledge of Allegiance
- Roll Call
 - Board Members present: Mrs. Daubert, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Watson
 - Board Members absent: Mr. Edwards & Mr. Roland
 - Others present: Dr. Moyer, Dr. Smith, Mrs. Frock, Mr. Wentz, Mr. Grimes, Mr. Hain, Mr. Hershner, Mr. Flores, Mr. Fry, Mrs. Dubbs, Darlene Klenk, Amanda Morgret, Amy Gotwals, Diane Laucks, Caren Evans, Mike Vaux, HPESPA; Teresa Erdman, Barb Sanders, Bryant Foreman, Brenda Burns, Nicole Brown, Erin Logan, Amanda Wallick, Lauren White, Sherry Knox, Jess Rega, Vicki Maloney, Katie Fry, Lamar Bortner, Cindy Zepp, Joanne Hahn, Heather Wagaman, Laura Staub, Deanna Markle, Tessa Hilyard, Deb Smith, Karen Nicholas, Eric Hartman, Sandy Chase, Marie Smith, Leah Shepler, Connie Hahn, Megan Stitt, Jim Blake, Heather Faulhefer, Evening Sun; Alice Heineman, Stacey Zitto, Jennifer Arnold, Cindy Schulteis, Deb Caler, Tami Turchich, K. M. Hahn, Mark Platts, Linda Yowaiski, Tina Clymer, Jobie Bolden

B. Swearing in of Student Board Members (Mrs. Frock):

Roll Call

- Student Board Members present: Linsay Bowersox, Zac Sheaffer, Garrett Reichart (alt)

C. Recognition of Visitors

Mrs. Lingg stated that it is very nice to have an audience.

D. Public Comments

- Lamar Bortner (Mr. Rutledge) - Mr. Bortner stated that Mr. Rutledge was a very good school teacher. He was the band teacher for grades 7, 8 and 9 at Walnut Street. He was a total teacher and he is honored to recognize him. He collected money from many people for a memorial plaque and also enough money to pay for private instrumental instruction for students.

- Stacey Zitto is a parent at Washington. She is distressed regarding the lack of principals at each elementary school. She felt that it has a general sense of chaos with no consistency. Disciplinary issues are not addressed for days. The lead teachers are doing a fine job but their main job is teaching. Even in the walk-line there is a sense of disorder. Even though the budget is tight, she felt that we need a consistent presence at every building. She said that she has been tempted to put her children into Cyber School.

E. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of July 23, 2012 and August 13, 2012.

- Minutes 8-27-12 ([enclosure](#))
- Minutes 9-10-12 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

F. Committee Reports

York School of Technology – Roland, Representative - Mrs. Lingg stated that there is a meeting at York Tech on Thursday evening. Mr. Roland will not be able to attend and wondered if another board member would be willing to cover the meeting. If so, please let her know.

Recreation – Lingg, Representative - The next meeting is Thursday evening beginning at 5:30 PM.

PN Advisory – Funk, Representative - No Report

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 - Mr. Wentz stated that they meet quarterly. They met last on August 30. The balance has remained constant over the past year. There has been no increase in the past two years to insurance premiums. This calculation involves a weighted three year average and we are currently losing a low claim year which may affect future rates.

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

Key Communicator's Network – All - Next Meeting October 24, 2012 - Dr. Moyer noted that all Board members are invited to attend.

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

Stadium Promotion Committee - Funk - Mrs. Funk noted that the headings for the field house were not here in time. They are now in and will be up no later than September 28. The Fall Faire will be held on October 5 from 6-10 PM. The rain date is the following day from 5-9 PM. A \$50 prize was added to the winner of the Nighthawk Special. The winner will also get a car pass and free passes to events at the stadium. The deadline is September 30. There will be nine judges for the evening.

Educational Programs Committee - O'Connor, Chair; Funk, Watson - The meeting was held last Monday. It puts into policy the staffing formula. Also examined was PSSA results and also looking at expanding the policy on assessment on how we are doing.

Student Board Members - Bowersox, Sheaffer, Reichart (alt)
Zac Sheaffer highlighted his school day. He has Academic Physics where he is studying vectors. In gym class he does three minutes of cardio. In math he is doing concepts and participated in CDT's. In journalism they had the poet laureate from Hanover. He is working on essays in Honors English and in Spanish he is working on verbs and conjugation. In AP Euro he is practicing AP tests.

Linsay Bowersox spoke regarding the BYOD program which she feels has been really useful. In Physics II they use the IPAD to measure speed of sound, lab with frequencies and Doppler effect. Dr. Moyer commended Linsay for her representation on the Borough Council.

Garrett Reichart spoke regarding CDT testing. This is pre-screening for PSSA tests. The remediation adjusts to students. The better you do on the test, the longer the test takes. It is taken online and students were frustrated with the fact that the program was so slow. Mr. Fry noted that the majority of the problem was with the PDE site.

Dr. O'Connor left at 6:20 PM.

G. Superintendent's Report

- State of the District Report - Dr. Moyer went through our Key Performance Indicators which is a work in progress. This is a general spot check on the comprehensive plan. Highlighted in Dr. Moyer's report was smart goals for all of the administrators. It gave a review of PSSA test results and SAT results in the past several years. He felt that after the election the PSSA testing might look drastically different. Dr. Moyer's goals this year included student achievement, community support and cost saving strategies. This summer was a very challenging summer with the budget crisis, principal demotion and 11th grade PSSA results. In the budget crisis we have tried to have students come first, established cost-savings with our administrative team realignment and with the significant changes we are confident they will work. In regard to the principal demotion it was not Dr. Moyer's choice to have it open to the public and stated that he did not regret his decision of the demotion. It was noted that the 11th grade in question also struggled in Middle School and third grade. So far we have not lost any students to neighboring schools., Our highest priority will be student achievement. He stated that doing the right thing is not always the easiest thing and felt that Hanover does not take back seat to any other school. We have greatly reduced staffing since 2007. We have created a staff website which takes less paper and better efficiency. In regard to curriculum and Instruction with Dibels assessment results we are hopeful to have students move up several levels. We will implement better utilization of strategies. We currently have a 27 million dollar budget with an unencumbered balance of \$5 million. The capital reserve is \$2.8 million and we have implemented many cost-saving strategies. In regard to Building and Grounds we have focused on heat pumps, and Middle School flooring. The next big thing is the High School which has a 10-year warranty yet. At the Middle School level we will try to improve state assessments with subgroups which have been difficult areas for us. In regard to Learning Support we are hoping to improve enough that we would have Safe Harbor for those students. At the High School level we are getting them ready for Keystone exams. We are looking at course sequence. It is difficult to change and realize not going to be the same. Technology has been asked to support the academic realm this year. In Athletics Dr. Moyer felt that we have really good people top to bottom. We are trying to revitalize soccer and realize the value of co-curricular programs. He thanked Deb Smith for agreeing to take no stipend this year in order to allow our two plays at the Middle School and High School. For Special Ed we are looking at compliance monitoring. We feel that we will do just fine with our audit and will need a lot of help to move our subgroups. In the cafeteria we are striving to meet the meal regulations for USDA in regard to fruits and vegetables and decrease in fats. For Practical Nursing Mary Brown

submitted her annual report. Dr. Moyer felt that Public Schools are taking a beating. Fifty percent of the students are called failures. We have to educate all kids. We have implemented cost-saving strategies and need to make do with less. We need to identify struggling kids and push gifted kids. He felt that we can offer personalization here and don't want to let them fall through the cracks. Mike Kelly wondered how the lead teachers felt it was going. Darlene Klenk felt that at the beginning it was stressful. Things seem to be running smoothly since they are working together. She felt that it is less than ideal and see challenges. Tessa Hilyard felt that at the beginning it was very frustrating and we are still working through that. She felt that it was good to work together. It is not perfect yet and hopefully it will get better. Heather Wagaman stated that we have made steps in the right direction.

H. Director Curriculum & Instruction - Dr. Smith

- o State of the District Report

I. Standing motions regarding Personnel

- 1) Permission to Advertise - The Board was requested to advertise for the following:
2 Part-Time Student Custodian/Maintenance Helpers (up to 15 hours per week)
Rate of compensation for student workers recommended to be changed to \$8.00 per hour ([enclosure](#)).
- 2) Attendance Officers - The Board was requested to approve the following district personnel as additional attendance officers:
Michael Terwilliger
Corrine Zatkos Robinson

BOARD ACTION:

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

3) New Business:

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

Classified Employee:

Aimee Hankey, healthroom assistant, effective October 1, 2012. Rate of compensation will be \$15.50 per hour (returning).

Substitute Employees:

Michael Bauer, Christine Fisher, Kim Hoffman, Elizabeth Hower and Hillary Nelson, day-to-day substitute teachers, effective for the 2012-2013 school year. Rate of compensation will be \$95.00 per day (current).

Mary Higgins, day-to-day substitute teaching/personal assistant and lunchroom/playground supervisor, effective for the 2012-2013 school year. Rate of compensation will be \$10.32 per hour.

Janet Black, day-to-day substitute clerical worker, effective for the 2012-2013 school year. Rate of compensation will be \$10.32 per hour.

Marilyn Shultz, extended elementary substitute, approximately November 16, 2012, to approximately February 1, 2013. Rate of compensation will be as per Admin Regulation 405-R1. Mrs. Shultz will be substituting during the leave of Mrs. Darlene Potts (current).

Supplemental Employee:

Steven Shaffer, Head 9th Grade Girls Basketball Coach, effective for the 2012-2013 school year. Rate of compensation will be \$2231.00 ([enclosure](#)).

Doug Sentz, gameworker, for the 2012-2013 school year. Rate of compensation will be as listed on the SA-107a Athletic Event for Payment (current).

Matt Baker, head varsity baseball coach, effective for the 2012-2013 school year. Rate of compensation will be \$2852.00 (returning).

Supplemental Drama Positions:

Rene Staub, High School Musical Producer - \$2257.00

Deb Smith, Middle School Musical Producer - (0) volunteer for 12-13

Jessica Staub, Assistant High School Musical Producer - \$1777.00

Duane Bull, Middle School Assistant Musical Producer- \$1512.00

Deb Smith, Middle School Play Producer - (0) volunteer for 12-13

Rene Staub, High School Play Producer - \$1777.00

Deb Smith, High School Musical Pit Director - (0) volunteer for 12-13

David Markle - High School Musical Set Building - \$1017.00

BOARD ACTION:

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

J. Standing Motions regarding Policy

- 1) Policy - The Board was requested tentative approval for the follow policies:
 - [108](#) Staffing Educational Programs (Educational Programs Comm)
 - [113.2](#) Behavior Support
 - [200](#) Enrollment in District
 - [201](#) Admission of Beginners
 - [207](#) Confidential Communications of Students
 - [216](#) Student Records

DISCUSSION:

Mrs. Lingg stated that in her opinion she didn't think that policy 108 was that important. She felt that it was overkill because it was already covered in other policies.

BOARD ACTION:

Mr. Watson made a motion to approve the policies as presented. Seconded by

Mrs. Funk and passed on a roll call vote of 6-0.

- 2) INFORMATION - Regulations - To be approved at Next Board Meeting
 - [201-R1](#) Admission of Students
 - [216-R1](#) Releasing Information
 - [216-R2](#) Non-School Related Activities Record

K. Standing Motions regarding Finance

- 1) Donation - Hanover Youth Basketball \$500 for wall pads at the Middle School gymnasium.

BOARD ACTION:

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

- 2) INFORMATIONAL ITEM - Act 1 Index and 2013-2014 General Fund Budget Timeline ([enclosure](#))

DISCUSSION:

Mr. Wentz stated that PDE has given us a base index of 1.7%. It should be similar to that but we anticipate that it could be raised to 2%. We will know by September 30th the actual number we could raise taxes. We will begin our budgeting process October 1. The new budget will be presented at a meeting in January.

- 3) Check Registers - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,355,858.14, Capital Reserve totaling \$107,765.21, and Cafeteria totaling \$24,578.24. Grand total \$1,488,201.59. ([Cafeteria](#)) ([Capital Reserve](#)) ([General Fund](#))

BOARD ACTION:

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

- 4) Monthly Reports August - The Board was requested to approve the following August monthly reports (enclosures)
 - [Investment Report](#)
 - [Tax Collector](#)
 - [Student Activities Report MS](#)
 - [Student Activities Report HS](#)

DISCUSSION:

Mrs. Lingg noted that the Middle School Hawk Commons and Student Council are in the negative. Mr. Wentz stated that the Student Council is the student store and these accounts should be combined. Mrs. Smith stated that in regard to the Hawk Commons Mrs. Garman has the money to take care of it and will be corrected.

BOARD ACTION:

Mr. Watson made a motion to approve the monthly reports as presented. Seconded by Mr. Kelly and passed on a roll call vote of 6-0.

5) **New Business:**

- a) Truancy Prevention Agreement - The Board was requested to approve the Truancy Prevention Agreement with York County Truancy Prevention Initiative's Advisory Council. ([enclosure](#))

DISCUSSION:

Mrs. Lingg wondered if this was a change from the original proposal. Dr. Moyer stated that Leigh Dalton struggles to get all schools to agree. They would like to see consistency between all schools at all building levels.

Mr.

Hain noted that we are more strict here than anywhere else.

BOARD ACTION:

Mrs. Daubert made a motion to approve the truancy prevention agreement as presented. Seconded by Mr. Watson and passed on a roll call vote of 6-0.

L. **Other Business**

M. **Public Comment**

Cindy Jendras noted that the information at the meeting nothing has changed. She stated that Hanover Public School District is ranked 15 out of 16 schools in PSSAs and are second or third highest in expenses. She felt that we shouldn't be disparaging people.

N. **Next meeting date:**

The next planning meeting will be Monday, October 8, at 6:00 PM in the boardroom.
The next Board meeting will be Monday, October 22, at 6:00 PM in the boardroom.

O. **Adjournment**

Mr. Engle made a motion to adjourn the meeting. The meeting was adjourned at 7:40 PM.