

BOARD OF DIRECTORS MEETING MINUTES

Monday, November 25, 2013
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. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
 - Student Board Members present: Zach Sheaffer, Garrett Reichart
 - Also Present: Dr. Scola, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Mr. Hain, Mrs. Houck, Mr. Hershner, Mrs. Hilyard, Mr. Czap, Mrs. Frock, Mrs. Gunnet, Dr. Krout, Stacey Watson, Jaime Castellano, Vida; Marty Dows, Maria Shea, Kathi Martin, Lauren Birchmire, Rofi Syed, Vida; Kate Clapsadl, Vida; Brian Frederick, Lynn Leonard, Vida; Katrina Mayhew, Vida; Darlene Klenk, David Birchmire, Liz Sheaffer, Tina Wetzell, Jayson Stillman, Jared Reck, Mariana Ruiz, Vida; Eric Hartman, HEA; Megan Sitt, HEA.

B. Recognition of Visitors

Jaime Castellano (Vida Charter School) 240 Leedy Drive, Gettysburg, introduced Lynn Leonard, 63 Kaitlin Drive, Hanover; Mariana Ruiz, 118 E. Chestnut Street, Hanover; Katrina Mayhew, 34 Sprenkle Avenue, Hanover; Rofi Syed, teacher at Vida, 17 Broadway, Hanover; Amy Hart, 459 Hartman Avenue, Hanover who all urged the Board to renew the application. Dr. Castellano thanked the Board for giving this opportunity to speak. There are currently 42 Hanover School District children attending Vida. He asked that the Board say yes to rechartering. There are currently 214 total students attending the school in grades K through 6. He would like to be allowed to continue in order to prepare children for life and foster success in diverse world. He met recently with Dr. Scola regarding a letter to Vida on February 22, 2013, where they were asked to give specific action.

Dr. Scola noted that we currently are paying Vida \$422,000 for those being educated and will probably increase to half a million this year. He will not rush into a decision. He noted that all of our schools are also passing and invited Vida to come to our schools to visit. He thanked Vida for inviting our tax paying residents to the meeting. The renewal is a year way and we want to study the renewal before acting upon it. Dr. Scola noted that many of the people involved in the February 22, 2013, letter have changed.

Recognition of Board Members (Mr. Edwards, Mrs. Funk & Mr. Watson) - Board members leaving were recognized for their years of service to the District with a plaque and a Nighthawk desk sign.

C. Public Comments

- ### D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of October 28, 2013, and November 11, 2013.
- Minutes 10-28-13 ([enclosure](#))
 - Minutes 11-11-13 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

E. Committee Reports

York School of Technology – Kelly, Representative - The next meeting is tomorrow evening.

Recreation - Lingg, Representative - The next meeting will be in the spring.

PN Advisory – Funk, Representative - The invitations were sent for the 99th class graduation in January.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Funk No Report

Joint Wage Tax - Edwards, Representative, O'Connor, Alternate - Mr. Edwards noted that he feels that York Adams is a very sound organization.

Lincoln Benefit Insurance Trust - Wentz, Representative - No Report

Legislative Liaison with Pennsylvania School Board Association – O'Connor - Dr. O'Connor noted that one of the bills currently being looked at is the Charter School Reform but it still needs to go to the House.

Policy Committee – Watson, Chair; Engle, Funk, Lingg - Mr. Watson noted that there were a few policies on the agenda for tonight's meeting. One of them is the High School graduation policy. He thanked the committee for their help and especially Lois Gunnet and Lois Dubbs.

Stadium Promotional Committee - Funk - Mrs. Funk noted that plaque sales are going quite well and feels they are being recognized well. Funds raised will help to maintain the stadium. We will also be hanging a plaque in recognition of all who gave donations for renovations.

Educational Programs Committee - Daubert, Chair; O'Connor, Watson - Mrs. Daubert noted that at the last meeting they looked at graduation requirements. They felt that scheduling at the High School is very difficult. Students would still need the same number of credits. They would need the same number in the core subjects but the number of electives would increase from six to nine. This would give more flexibility but ease scheduling and give more freedom of choice. This was modeled after other districts. We are looking to expand shop classes to add metal and welding which would offer better job opportunities for graduates.

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - Mr. Roland noted that discussed at the last meeting was safety precautions and renovations in Middle School and administrative area. They also looked at lawn mowing and snow removal costs. They are considering insourcing the mowing and looking at existing maintenance positions.

Student Board Members - Sheaffer, Reichart, Wagaman (alternate) - Mr. Sheaffer spoke regarding concerns regarding remediation scheduling. He stated that it messes up the schedules for those not needing the remediation and would like to see an alternative. He noted that cyber classes are great for completing classes that students might not have time for otherwise. He noted that with his internship he was surprised that elementary classes are using chromebooks. He felt that Mr. Harnish does a good job setting up interns. He noted that his class recently took a field trip to the theater which helped him understand Shakespeare better. For Veterans Day Mr. Potts and the military club presented the program. He felt that it was the best one he ever saw and they did a great job. National Honor Society will be hosting a Little Hawk Movie Night on December 18 at 6:00 PM. They will be collecting non perishable food and Santa Claus will be at the event. Rotary Students for the month are Ian Brown and Anne Henry. McKenzie Sherman, a Hanover student, won Miss Hanover. The senior class homecoming float won first prize at the Hanover Halloween Parade and won \$300. Winter sports begin on Monday.

Mr. Reichart noted that finals are now going to be two separate days. The field trip to Gettysburg College was recently denied by Mr. Hain. He noted that this was a chance for College Level Biology students to experience a college library.

F. Standing motions regarding Personnel

- 1) Employment - The Board was requested to approve the following employment items contingent upon receipt of all required employment paperwork:

Supplemental Employee:

Jessica Shaeffer, assistant varsity girls basketball coach, effective for the 2013-2014 season. Rate of compensation will be \$2,231.00 ([enclosure](#)).

Substitute Employees:

Kerri Bankert, Kaitlyn Leight, Derek Saltzgeber, and Robert Zakula, Jr. day-to-day substitute teachers, effective for the 2013-2014 school year. Rate of compensation will be \$95.00 per day (completed).

Jennifer Becker and Karen Woolford, day-to-day substitute teaching/personal assistant and lunchroom/playground supervisor. Rate of compensation will be as applicable for each substitute position (completed).

Linda Brown, day-to-day substitute cafeteria worker, clerical and adult patrol. Rate of compensation will be as applicable for each substitute position (completed).

Vicky Mummert, day-to-day substitute teaching assistant, lunchroom/playground supervisor, library assistant, clerical and adult patrol. Rate of compensation will be as applicable for each substitute position (completed).

Lurene Reier, day-to-day substitute teaching/personal assistant, lunchroom/playground supervisor, clerical, library assistant and adult patrol. Rate of compensation will be as application for each substitute position (completed)..

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.

- 2) Retirements - The Board was requested to approve the following retirements:

Classified Employees:

Brian Sullivan, custodian, retirement effective January 24, 2014. Mr. Sullivan will be retiring with five years of service to the district.

Walter Baldwin, part-time custodian, retirement effective November 18, 2013. Mr. Baldwin will be retiring with 11 years of service to the District.

BOARD ACTION:

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

- 3) Approval to Advertise - The Board was requested to approve to advertise for the following positions as noted below:

Custodian - full-time 8 hour position
Computer Technician I (Revised [job description](#) for review and future action)

BOARD ACTION:

Mr. Roland made a motion approval to advertise the positions as presented.
Seconded by Mrs. Daubert and passed on a roll call vote of 9-0.

- 4) Leaves of Absences - The Board was requested to approve the following request for leaves of absence:

Yvonne Bixler, adult patrol and lunchroom playground supervisor, uncompensated medical leave of absence for approximately twelve weeks.

Aimee Hankey, healthroom assistant, intermittent FMLA leave, effective November 15, 2013, not to exceed the allowable 12 weeks of FMLA leave.

Paula Frank, French teacher, FMLA leave, effective December 20, 2013, to approximately January 3, 2014.

BOARD ACTION:

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

G. Standing Motions regarding Policy

- 1) Policies - The Board was requested final approval per the Policy Committee:

- [000](#) Board Policy
- [012](#) School Board Administration Communications
- [845](#) Identification Cards
- [902](#) Publications Program
- [905](#) Citizens' Advisory Committee
- [908](#) Relations with Parents/Guardians
- [909](#) Municipal, Government Relations
- [910](#) Community Engagement
- [911](#) News Media Relations
- [912](#) Relations with Educational Institutes
- [913](#) Non-school Organizations/Groups/Individuals
- [914](#) Relations with Intermediate Unit
- [915](#) Booster Groups

- 2) Regulations

- [212-R2](#) Student Commendations
- [621-R1](#) Local Taxpayer Bill of Rights
- [818-R1](#) Contracted Services

- 3) Policy - The Board was requested final approval to delete per Budget & Finance Committee:

- [813](#) Other Insurance

- 4) Policy - The Board was requested final approval to delete per Policy Committee:
 - [903](#) Public Participation in Board Meetings (Policy 006 & Regulation 006-R1 replaces this policy)
- 5) Policy - The Board was requested tentative approval per the Policy Committee:
 - [808](#) Food Services
 - [808-R1](#) Food Services
 - [217](#) Senior High School Curriculum and Graduation Requirements
- 6) Policy - The Board was requested tentative deletion per the Policy Committee:
 - [908.1](#) Title I Parent Involvement Plan

BOARD ACTION:

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

H. Standing Motions regarding Building & Grounds

- 1) Training Exercise - The Board was requested to approve Middle School Use by Hanover Police Department on June 14 & 15, 2014 for an Active Shooter Training Exercise ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the training exercise as presented. Seconded by Mr. Engle and passed on a roll call vote of 9-0.

I. Standing Motions regarding Finance

- 1) Monthly Reports - October - The Board was requested to approve the following October monthly reports (enclosures)

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

BOARD ACTION:

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

- 2) Check Registers - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,219,730.38, Capital Reserve totaling \$12,608.33, and Cafeteria totaling \$36,382.81. Grand total \$1,268,721.52. ([general fund](#)) ([capital reserve](#)) ([cafeteria](#))

BOARD ACTION:

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

- 3) Bids Participation Approval-The Board was requested to approve the participation in the following bids through the LIU Joint Purchasing for the 2014-2015 school year:
- a) Athletic/Health Supplies
 - b) Sports Equipment
 - c) Custodial Supplies
 - d) General Supplies, Art Supplies
 - e) Paper (fall and winter)
 - f) Catalog Discount

BOARD ACTION:

Mr. Kelly made a motion to approve the bid participation as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 9-0.

- 4) Building Safety Upgrades - The Board is requested to approve the following safety upgrades through the utilization of capital reserve monies:

Middle School Entrance - Approval to go out for bid
Administration Entrance - Approval to have Hanover Glass work/supplies, as presented at an estimated cost of \$5,000

DISCUSSION:

Mr. Edwards stated that he was really glad to see upgrades for the Middle School. Mr. Roland noted that Mr. Kress did most of the planning work for the project.

BOARD ACTION:

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

J. Public Comment

Marty Dows, 725 Spruce Drive, Hanover, is a former teacher of Hanover District. She recently donated teaching material to Vida. She was very impressed with their positive energy and felt it was wonderful that students are going to be bi-lingual. She felt that we should support them despite the cost to the District.

Michelle Murphy, 506 Baltimore Street, Hanover, noted that her daughter attends Vida and is excited about the school and is going to be fluent in Spanish.

Executive session was held prior to the meeting for personnel reasons.

K. Adjournment

Motion by Mrs. Daubert to adjourn at 6:50 PM

The reorganization meeting will be Monday, December 2, at 6 PM in the boardroom.
The next board meeting will be Monday, December 2, following the reorganization meeting.