

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, May 26, 2015
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, Mr. Frederick, Mr. Kelly, Mrs. Ligg, Dr. O'Connor, Mr. Roland, Mrs. Shea
 - Board Members absent: Mr. Reck
 - Also Present: Dr. Scola, Dr. Seiple, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Dr. Smith, Mrs. Hilyard, Mr. Czap, Dr. Krout, Mrs. Frock, Mr. Bauer, Mrs. Gunnet, Mike Vaux, HPESPA; Caren Evans, Marc Abels, Darlene Klenk, HEA; Lurene Reier, Lillian Reed, Evening Sun

B. Recognition of Visitors

C. Public Comments

D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of April 27, 2015 and May 12, 2015.

- Minutes 04-27-15 ([enclosure](#))
- Minutes 05-12-15 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

E. Committee Reports

York School of Technology – Kelly, Representative - Mr. Roland attended on Mr. Kelly's behalf. There was nothing to report.

Recreation - Shea, Representative - No report.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Kelly - There is a meeting on Wednesday, May 27, at 2 PM.

York Adams Earned Income Tax Bureau - Reck, Representative; O'Connor, Alternate - No Report.

Lincoln Benefit Insurance Trust - Wentz, Representative - The last meeting was April 30. They elected officers and consultants and reviewed appeals. They also established quarterly meetings for next year.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative - Pension reform bill is heading to Senate. Also being discussed is Bill 504 on property tax reform.

Policy Committee – Frederick, Chair; Shea, Lingg - There are several on the agenda for tentative approval including transportation.

Educational Programs Committee - Daubert, Chair; O'Connor, Reck - They met last week. The High School Focused is 100% compliant. Keystone testing is underway as well as summer school opportunities.

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - They met on May 8. Discussed were rebuilding and repairing baseball dugouts. Mr. Kress found the water leak at Sheppard and Myers. It was noted that the condition of the grass at the stadium is great. Received a quick preview of the High School Library and it coming along well.

Parents' Advisory Committee - Frederick - The last meeting for the year is this Thursday.

F. Superintendent Report - Dr. Scola

- Budget Process - This began in November. Thank Administration for helping with the process. Also thanked teachers for giving up three days. We stayed within the index and not asking for exceptions. Made several increases like transportation. Saved \$145,000 with LIU transportation, \$38,500 in adult patrol and also Borough savings, state reimbursement for hazardous roads, and anticipated return of students from cyber and charter schools. We are anticipating that we will break even with no cost. This is much needed and no cost to taxpayers. Textbook adoptions were completed with school improvement and federal funds. We are doing chromebooks grades 3-12 next year. The High School and Middle School libraries are being transformed thanks to a \$130,000 grant from Russell Williams and the Hanover Shoe Farms Foundation. We approved \$35,000 from the Capital Reserve Fund. We approved teachers to take AP training in Spanish, Biology and English. Metal lab is evolving with new CNC machines in the amount of \$18,000 donated by Hanover Foundation for Excellence in Education. Thanked the Board for allowing them to hire as soon as possible a French teacher, Assistant Principal, Family and Consumer Science teacher and Nurse. Mr. Roland noted that the only increase was to the millage rate. Dr. O'Connor noted that eight years ago under Act ___ we were limited revenue but not expenses. We have had increased pension costs. Most schools have to cut programs but we have turned around and increased our course offerings.

G. Budget and Finance

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

[Board Summary](#)

[Investment Report](#)

[Tax Collector](#)

[Student Activities MS](#)

[Student Activities HS](#)

[Cafeteria](#)

BOARD ACTION:

Mr. Kelly made a motion to approve the monthly reports as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 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 \$754,415.81, and Cafeteria totaling \$32,956.32. Grand total \$787,372.13 ([General Fund](#)) ([Cafeteria](#))

BOARD ACTION:

Mr. Kelly made a motion to approve the check registers as presented. Seconded by Mr. Roland and passed on a roll call vote of 8-0.

- 3) LIU #12 Bid Approvals - Custodial, General, Paper and Art Supplies - The Board was requested to approve the following LIU Bids

Custodial ([enclosure](#))

Americhem International	\$ 198.32
Calico Industries, Inc.	266.44
Hassinger & Company, Inc.	995.94
Hillyard Lancaster	58.44
Holt Paper & Chemical	410.80
Pyramid School Products	168.26
Quaker City Paper Co. Inc.	2,535.00
Singer Equipment Co.	551.02
The Sherwin Williams Co.	8,583.75
Xpedx-Harrisburg Division	5,816.60
Total	19,584.57

General ([enclosure](#))

Cascade School Supplies	\$ 3,412.96
Kurtz Bros.	4,745.58
National Art & School Supplies, Inc	8,450.73
Office Basics, Inc.	3,837.63
Pyramid School Products	2,672.34
School Specialty	2,753.04
Standard Stationery Supply Co.	1,508.08
The Art Store, Inc.	2,285.48
Total	\$29,665.84

Paper ([enclosure](#))

Contract Paper Group, Inc.	\$10,705.20
Kurtz Bros.	2,349.49
Lindenmeyr Munroe	779.51
Office Basics, Inc.	69.92
Total	\$13,904.12

Art Supplies ([enclosure](#))

Blick Art Materials	\$ 448.99
Cascade School Supplies	2,512.49
Commercial Art Supply	920.38
Kurtz Bros.	575.78
National Art & School Supplies, Inc.	2,830.12
Office Basics, Inc.	573.93
Pyramid School Products	1,404.51
School Specialty	1,773.76
The Art Store, Inc.	1,333.48
Total	\$12,373.44

BOARD ACTION:

Mr. Kelly made a motion to approve the bid approvals as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 4) General Fund Budget Approval 2015-2016 - The Board was requested to approve a tax millage increase for the 2015-2016 General Fund Budget of .46 mills (2.26%) from 20.32 to 20.78 mills and an expense level of \$29,641,550. 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 0.5% and real estate transfer tax at 0.5%. ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the general fund budget approval for 2015-2016 as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0. Mr. Kelly abstained initially and then voted for the budget at a latter motion.

- 5) Homestead/Farmstead Approval - The Board was requested to approve the receipt and disbursement of \$574,986.70 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 \$8,728, this equates to approximately \$181.37 in tax reduction for approved homesteads. ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the homestead/farmstead disbursement as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 6) Installment Payment of Taxes Schedule - The Board was requested to approve the installment payment dates of taxes as first installment due September 1, 2015, second installment due October 1, 2015, and third installment due November 2, 2015. 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:

Mr. Engle made a motion to approve the installment payment of taxes as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 8-0.

- 7) District Transportation Contract - The Board was requested to approve the district transportation contract with BOYO Transportation for the 2015-2016 through 2019-2020 school years as outlined in the enclosure. ([enclosure](#))

DISCUSSION:

Mrs. Lingg noted that this is a long time coming and was thrilled. She thought this was a positive step.

BOARD ACTION:

Mr. Roland made a motion to approve the district transportation contract as presented. Seconded by Mr. Frederick and passed on a roll call vote of 8-0.

- 8) Cafeteria Budget and Pricing - Cafeteria Budget and Pricing Adoption 2015-2016 - The Board was requested to approve the cafeteria budget for the 2015-2016 school year ([enclosure](#)) and meal pricing for the 2015-2016 year:
- Breakfast \$1.15 (no change)
 - Elementary Lunch \$2.50 (previously \$2.40)
 - Secondary Lunch \$2.75 (previously \$2.65)
 - Adult Lunch \$3.45 to be adjusted by mandatory governmental formula calculation
 - Milk \$0.50 (no change)

DISCUSSION:

The increases are due to a federal mandate. We are now closer to the free and reduced price of \$2.72 across the board.

BOARD ACTION:

Mrs. Daubert made a motion to approve the cafeteria budget and pricing as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 9) Middle School Bid Water Source Heat Pumps - The Board was requested to approve the bid of \$78,990.00 from Davidson H. & C. Co., Inc. for the replacement of the middle school water source heat pumps (2). ([enclosure](#))

DISCUSSION:

It was noted that this doesn't finish all of them. This is for common areas and is an energy savings.

BOARD ACTION:

Mr. Roland made a motion to approve the Middle School Heat Pump bid as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 10) Depository - The Board was requested to approve as depository Peoples Bank, and PSDLAF, ACNB and York Traditions Bank as banking institutions for the 2015-2016 school year.

BOARD ACTION:

Mr. Frederick made a motion to approve the depository as presented. Seconded by Mr. Roland and passed on a roll call vote of 7-0. Mr. Kelly abstained.

- 11) Student Accident 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 \$8,909 (\$8,909 prior year) includes additional rider for students school to work programs:

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)

BOARD ACTION:

Dr. O'Connor made a motion to approve the student accident insurance as presented. Seconded by Mrs. Shea.

DISCUSSION:

Mr. Wentz noted that the motion needs to be amended to AXIS Insurance since they have changed their name.

BOARD ACTION:

Dr. O'Connor made a motion to amend the motion to AXIS Insurance. Seconded by Mrs. Shea and passed on a roll call vote of 8-0.

- 12) Donation - The Board was requested to approve a donation of a trumpet from Judith Stewart.

BOARD ACTION:

Mrs. Daubert made a motion to approve the donation as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

H. Personnel

- 1) Resignation - The Board was requested to approve the following resignation:

Classified Employee:

Michelle Williams, part-time cafeteria employee, effective May 15, 2015.

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

Administrative Employee:

Marc Abels, assistant high school principal, effective June 15, 2015. Rate of compensation will be \$85,000.00 prorated for the remainder of the 2014-2015 school year ([enclosure](#)).

Professional Employees:

Nicholas Minnich, half-day part-time technology education teacher change to full-time technology education teacher effective August 17, 2015, with the beginning of the 2015-2016 school year.

Susan Salvitti, half-day part-time family and consumer science teacher change to full-time family and consumer science teacher effective August 17, 2015, with the beginning of the 2015-2016 school year.

Supplemental Employee:

Michael Bauer, Athletic Director as a supplemental/extracurricular position, beginning July 1, 2015, for the 2015-2016 school year. Rate of compensation will be \$54,000.00 (returning).

Substitute Employees:

Jill Keeney, day-to-day substitute teacher, effective for the 2014-2015 school year. Rate of compensation will be \$95.00 per day. (completed).

Cherie Smith, day-to-day substitute teaching and personal assistant, effective May 15, 2015. Rate of compensation will be \$10.89 per hour (completed).

Summer Workers/Summer Employees: Summer maintenance workers, effective for the summer/season term for 2015 . Rate of compensation will be \$10.00 per hour (returning/completed).

Colton Dils

Josh Bull

John Acker - part time as needed

Classified Employee:

Devin Brown, part-time 4-hour custodian, effective date to be determined. Rate of compensation will be \$9.81 per hour ([enclosure](#)).

High School Credit Recovery Summer School (O-Ware or Packets) will run from June 8-12 and June 15-19 Noon - 3:30 PM, teachers stay until 4:00 PM at Middle School. Rate is \$20 per hour.

Teachers:

Sara Brenneman, June 8-12, June 15-19
Bryan Biechler, June 8-12

HOLA Catch Up Summer School will run from June 8-12, June 15-19, 8 AM-NOON at Middle School. Rate is \$20 per hour.

Teacher:

Sara Brenneman - June 8-12, June 15-19

Keystone Bootcamp - July 13-17 at High School. Rate is \$20 per hour.

Teachers:

Jen Gomulka 8:30 AM - 11:30 AM
Lisa Smith 12:30 PM - 3:30 PM

- 3) The Board was requested to approve the following personnel actions:

Christina Green - personal assistant, furlough, effective June 5, 2015, at the conclusion of the 2014-2015 school year.

Tammy Deardorff, Joann Hockensmith, Doris Johnson, Joy Kopp, Teresa Knaub, Anthony Lawrence, Vicky Mummert, Tina Poole, Debra Sanders, Laurie Seletzky, Darlene Wisner, Nancy Zepp, and Stacey Zitto, walking adult patrols, furlough, effective June 5, 2015, at the conclusion of the 2014-2015 school year.

Lurene Reirer, lunchroom/playground supervisor, furlough, effective June 5, 2015, at the conclusion of the 2014-2015 school year.

Christy Weigle, transfer from 2.5 hour lunchroom supervisor at the Middle School to 2.25 hour lunchroom/playground supervisor at Clearview Elementary, effective June 5, 2015 at the conclusion of the 2014-2015 school year.

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

Jennifer Arnold, elementary teacher, request for FMLA leave tentatively beginning August 17, 2015, to approximately September 11, 2015, but not to exceed allowable 12 weeks FMLA.

- 5) Approval to Advertise - The Board was requested to approve to advertise for the following position(s):

Part-time 4 hour cafeteria position

BOARD ACTION:

Mr. Frederick made a motion to approve the personnel items as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

I. Curriculum

- 1) Summer School Opportunities for Students - Dr. Seiple highlighted some of the opportunities including High School credit recovery which is packets for students to complete, HOLA for Middle School students online and one for elementary K-4. There will also be a Keystone bootcamp for algebra, and biology with Mrs. Gomulka and Mrs. Smith. They would be taking another Keystone test at the end of July. We are having a Ready Freddy program in August thanks to United Way.

J. Policy

- 1) Policies - The Board was requested tentative approval for the following policies:
 - [102](#) Academic Standards
 - [122-R1](#) Extracurricular Activities - Eligibility Requirements
 - [122-R2](#) Athletic and Extracurricular Code of Conduct
 - [123-R1](#) "Super Frosh" - Accelerated Athletic Placement
 - [123.2](#) Sudden Cardiac Arrest
 - [123.3](#) Concussion Management
 - [610](#) Purchases Subject to Bid
 - [610-R1](#) Bidding Requirements
 - [806](#) Child Abuse
 - [810](#) Transportation
 - [810.1](#) Transportation - Video/Audio Recording
 - [819](#) Suicide Awareness, Prevention and Response
 - [819-R1](#) Suicide Prevention Resources

BOARD ACTION:

Mr. Kelly made a motion to tentatively approve the policies as presented.
Seconded by Mr. Roland and passed on a roll call vote of 8-0.

- 2) Information Only - Regulation to delete:
 - [123-R2](#) Athletic Record Board

K. Public Comment

Mrs. Lingg announced that there was an executive meeting on personnel prior to the meeting.

There will be a retirement dinner on June 2. Campus Night is June 3 and Graduation June 4.

Mr. Abels was in attendance and introduced to the Board and those in attendance.

L. Adjournment

Next Planning Meeting - Monday, June 15, at 6:00 PM.

Next Board Meeting - Monday, June 29, at 6:00 PM.