

Hanover Public School District
School Board Planning Meeting
June 15, 2015 - 6:00 PM

MINUTES

I. Opening Business

- A. Call to Order – 6:06 PM
- B. Pledge of Allegiance
- C. Roll Call - Board Members present: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Reck, Mr. Roland, Mrs. Shea

Also Present – Dr. John Scola, Dr. Susan Seiple, Troy Wentz, BJ Frock, Jay Czap, Pam Smith, Tom Krout, Tessa Hilyard, Lois Gunnet, Rina Houck, Marc Abels, Mark Hershner, Mike Bauer, Nicole Brown, Darlene Klenk, Lillian Reed (Evening Sun), Amanda Wallick

II. Recognition of Visitors :

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

- 1) Job Description/Position - The Board was requested to approve the following job descriptions and changes as noted:

Confidential Secretary/Accounting Clerk to the Business Manager, elimination of position and deletion of job description.

Child Accounting and Transportation Coordinator - new
[\(enclosure\)](#)

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

Jenna Diehl, personal assistant, furlough effective June 5, 2015.

Mary Anne Topper, Confidential Secretary/Accounting Clerk to Business Manager, dismissal by reason of elimination of position, effective June 15, 2015.

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

Classified Employee:

Joanne Hockensmith, part-time 4.5 hour cafeteria worker, effective May 28, 2015.

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

Attendance Officer - The Board was requested to approve the following district personnel as an additional attendance officer:

Marc Abels

Classified Employees:

Stephanie Fissel, part-time 3-hour cafeteria worker transfer to part-time 4-hour cafeteria worker, effective with the beginning of the 2015-2016 school year.

Anthony Lawrence, regular standing adult patrol, effective with the beginning of the 2015-2016 school year. Rate of pay will be as listed for adult patrols for the 2015-2016 school year.

Marilyn Shultz, part-time 5.75 hours personal and teaching assistant, reduction in hours to 5 hours (3.5 as personal assistant and 1.5 as teaching assistant, effective with the beginning of the 2015-2016 school year.

Supplemental/Extracurricular Employees:

Sarah Enoff, Gabrielle Enoff and Zachariah Carrick, gameworkers, effective for the 2014-2015 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for Payment (completed).

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

Andrew Slater

Transportation - In consideration for the additional responsibilities related to administration of the transportation services now provided by the District, the salary of the Superintendent, Dr. John Scola, shall be increased by 2% effective July 1, 2015.

- 5) Coaches and Co-Curricular Increase for the 2015-2016 school year. The Board was requested to approve a recommendation for no increase to the ranges and a 2% increase for those below the midpoint and 1% for those above the midpoint ([enclosure 1](#)) ([enclosure 2](#)).
- 6) Non-Bargaining Unit Classified Positions Rate Increase - The Board was requested to approve increases for the 2015-2016 school year for the following Non-Bargaining Unit Classified Positions ([enclosure](#)).

Secretary to the Superintendent and Assistant to the Superintendent
Secretary to the Director of Human Resources
Payroll Clerk
Standing Guards-Adult Patrols

- 7) Act 93 Agreement - The Board was requested to approve the Act 93 Agreement effective July 1, 2015 through June 30, 2019 ([enclosure](#)).
- 8) Memorandum of Agreement (MOA) - The Board was requested to approve the Memo of Understanding between the Hanover Public School District and Hanover Public Education Support Personnel/PSEA for resolution of Grievance 2014-15-01 HPESPA ([enclosure](#)).
- 9) Supplemental/Substitute Rate Schedule for 2015-2016. The Board was requested to approve the 2015-2016 Supplemental/Substitute Rate Schedule ([enclosure](#)).
- 10) Approval to Advertise - The Board was requested to approve to advertise for the following:

Cafeteria Workers - 4.5 hour and 3 hour part-time positions
Child Accounting/Transportation Coordinator
- 11) Leave of Absence - The Board was requested to approve the following request:

Megan Stitt, request for FMLA leave for childrearing/childrearing reasons, effective tentatively October 19, 2015, to approximately January 1, 2016. Mrs. Stitt will be using paid leave prior to beginning leave without pay.

BOARD ACTION:

Mr. Roland made a motion to approve the employment items as presented and second by Mr. Frederick. Dr. Jim O'Connor made motion to pull out "Transportation" portion of motion and seconded by Mr. Kelly.

DISCUSSION:

Dr. O'Connor indicated not a reflection of Dr. Scola who has been the most effective Superintendent and doing exceptional work. However, wanted to keep a contract that had been previously established.

Roll call vote taken with Mr. Kelly, Dr. O'Connor, Mr. Reck and Mrs. Shea in favor and Mrs. Daubert, Mr. Engle, Mr. Frederick, Mrs. Lingg and Mr. Roland against the motion. Motion failed 4-5. First motion passed 8-1 with Dr. O'Connor casting the no vote.

B. Policies - The Board was requested final approval for the following policies:

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

BOARD ACTION:

Mr. Frederick made a motion to approve and Mrs. Shea seconded. Motion approved 9-0.

C. Miscellaneous

- 1) Memorandum of Understanding - The Board was requested to Approve the Memorandum of Understanding between Hanover Public School District and Penn Township Police beginning May 11, 2015 ([enclosure](#)).

BOARD ACTION:

Mr. Engle made a motion to approve and Dr. O'Connor seconded the motion. Motion approved 9-0. Mrs. Lingg commented this is standard procedure and required by auditors.

D. Budget and Finance

- 1) Capital Reserve - Baseball Dugouts - The Board was requested to approve an expenditure of \$8,000 for the repair of the baseball dugouts to be spent from Capital Reserve.

BOARD ACTION:

Mr. Roland made a motion to approve and Mr. Kelly seconded the motion. Mrs. Lingg commented that this has been a three year discussion. Motion approved 9-0.

- 2) Treasurer Appointment - The Board was requested to appoint Richard Engle as Treasurer for the 2015-2016 fiscal year.

BOARD ACTION:

Mrs. Daubert made a motion to approve and Mr. Roland seconded the motion. Mrs. Lingg thanked Dr. O'Connor for his work over the past six years and since he is leaving the board in December a new treasurer was needed. Motion passed 9-0.

IV. Superintendent's Report - Dr. John Scola

- Graduation – Dr. Scola thanked Mrs. Houck, Mrs. Hilyard, Mr. Kress for a team effort along with the orchestra and musical selections by Mrs. Smith which were phenomenal. The comments heard were polished, classy, well done and with attention to detail. Mr. Kress as well helped it run smoothly since it is a formal ceremony. Scholarships given to the 87 class mates were 1.1 million dollars, which is incredible. Thank you to the staff, and applaud the Board who has a commitment to the students by attending Campus Night and Graduation and on behalf of the administration, thank you for support to the staff and students.

V. Planning/Discussion (items for June 29, 2015)

A. Budget and Finance

- 1) Assessment Appeals
- 2) Insurance
- 3) Non Resident Tuition Rates ([enclosure](#))
- 4) Security Contract ([enclosure](#))
- 5) Check Registers
- 6) Monthly Reports – May

Any questions contact Dr. Scola, Mr. Wentz or Mrs. Lingg.

B. Personnel

- 1) Job Description Approval -
 - a) Middle School Secretary ([revised](#))
 - b) Middle School Guidance Secretary ([revised](#))
 - c) Middle School Secretary/Receptionist (deletion)
 - d) Assistant Principal for High School ([revised](#))
 - e) Middle School Grade Level Principal ([revised](#))
 - f) Practical Nursing Program Coord/Financial Aid Officer (deletion)

VI. Public Comment – Executive session was held as part of budget and finance to discuss real estate matters along with personnel matters.

VII. Adjournment – Mrs. Lingg motioned to adjourn at 6:16 PM
The next Board meeting will be Monday, June 29, at 6:00 PM in the Boardroom.