

Hanover Public School District
School Board Planning Meeting Minutes
Administration Building - 403 Moul Avenue, Hanover, PA

May 9, 2016 - 6:00 PM

MINUTES

I. Opening Business

- A. Call to Order -- The meeting was called to order at 6:00 PM.
- B. Pledge of Allegiance
- C. Roll Call -
Board Members present: Mr. Engle, Mr. Frederick, Mr. Henry, Mr. Keller, Mrs. Lingg,
Mr. Reck, Mr. Roland, Mrs. Shea

Board Member Absent - Mrs. Daubert

Also Present: Dr. Scola, Dr. Seiple, Kurt Brenner, Troy Wentz, David Fry, Amanda Wallick, Nicole Brown, Amy Gotwals, Diane Wagaman, Andy Novosedliak, Eric Hartman, Marc Abels, Rina Houck, Tessa Hilyard, Pam Smith, Mark Hershner, Lois Gunnet, Jay Czap, BJ Frock, Darlene Klenk

II. Recognition of Visitors:

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

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

Classified Employees:

Thomas Gotwalt, head custodian at the High School, effective May 16, 2016.
Rate of compensation will be \$12.74 per hour ([enclosure](#)).

Jennifer Re, full-time personal assistant, effective date to be determined. Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Gloria Brennan, part-time personal assistant, effective date to be determined.
Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Substitute Employee:

Victoria Temple, day-to-day substitute teacher, effective for the 2015-2016 school year. Rate of compensation will be \$95.00 per day (completed).

Summer Program Cafeteria Employees:

(costs paid by State and Federal reimbursements and grants for the 27 day program)

Sarah Enoff - 5.25 hours

Tina Poole - 4 hours

Joanne Hockensmith - 4 hours

Gabrielle Enoff - substitute as needed

Steph Fissel - substitute as needed

- 2) School Physicians - The Board was requested to approve the following school physicians for the 2016-2017 school year:

School Physicians:

Dr. Kurt Thomas (Consulting Physician)

Dr. Thomas Rapp

Dr. Douglas Masucci

School Dentist:

Dr. Henry Hoffacker

- 3) Conferences/Workshops - The Board was requested to approve the following conferences/workshops:

Dr. Seiple McGraw Hill Education
Chicago, IL
June 19-22, 2016
([enclosure](#))

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

Laura Shovlin, elementary teacher, FMLA leave effective approximately November 4, 2016, to February 3, 2017, but not to exceed allowable 12 weeks of FMLA.

BOARD ACTION:

Mr. Reck made a motion to approve Personnel items A 1-4. Seconded by Mr. Frederick. Approved on a roll call vote of 8-0.

B. Policy

- 1) The Board was requested final approval for the following Policies/Regulations:

- [001](#) Name and Classification
- [142](#) Migrant Students
- [211](#) Student Accident Insurance
- [216.2](#) Supplemental Discipline Records

- [218](#) Student Discipline
 - [218-R1](#) Student Discipline
 - [221](#) Dress and Grooming
 - [226](#) Searches
 - [226-R1](#) Search and Seizure
 - [308](#) Employment Contract
 - [823](#) Narcan® (Naloxone) Storage and Administration
 - [823-R1](#) Administration Procedures for the Storage, Usage and Administration of Narcan® (Naloxone)
 - [830](#) Breach of Computerized Personal Information
- 2) The Board was requested final deletion of the following policy:
- [213.1](#) Final Exam

BOARD ACTION:

Mr. Frederick made a motion to approve the policies/regulations as presented. Seconded by Mrs. Shea and passed on a roll call vote of 8-0.

C. Budget and Finance

- 1) 2016-2017 General Fund Budget Approval - The Board was requested to approve a tax millage increase for the 2016-2017 General Fund Budget of 0.58 mills (2.79%) from 20.78 to 21.36 mills and an expense level of \$30,737,702. 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%.

DISCUSSION:

Mrs. Lingg indicated that major discussion without help from the state funding. Recognized the work on the budget from Dr. Scola the entire way through the organization.

BOARD ACTION:

Mr. Roland made a motion to approve the 2016-2017 general fund budget as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 2) Homestead/Farmstead Approval - The Board was requested to approve the receipt and disbursement of \$574,628.07 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 \$8,581, this equates to approximately \$183.29 in tax reduction for approved homesteads ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

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

- 3) Installment Payment of Taxes Schedule - The Board was requested to approve the installment payment dates of taxes as first installment due September 1, 2016, second installment due October 3, 2016, and third installment due November 1,

2016. 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. Shea made a motion to approve the installment payment of taxes schedule as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 4) Assessment Appeal Settlement Holly A. Sheetz (Sheetz - The administration recommends for approval for settlement of the tax assessment appeal litigation (Case No. 2015-SU-003763-26) for Tax Parcel 67-000-19-0036.00-00000, 1191 Carlisle Street, Hanover Borough, York County, Pennsylvania owned by Holly A. Sheetz, for a total fair market value, effective for local and county taxes on January 1, 2016, and school taxes on July 1, 2016 In the amount of \$1,600,000. The appropriate common level ratio for 2016 of 89.3% will be applied to the fair market value to arrive at the assessed value of \$1,428,800. The District administration and solicitor are authorized to take all steps necessary to effectuate this settlement and to resolve this pending tax assessment appeal case.

DISCUSSION:

Mrs. Lingg indicated that with the Borough almost built out, this increases the tax base.

BOARD ACTION:

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

IV. Superintendent's Report - Dr. John Scola

- Prom - Appreciative of the greater than fifteen high school staff that attended. This helps show the care for the students. Sarah Cobb and Lisa Fry as advisors did a great job along with the students in planning the event.
- Campus Night - May 25 - 7:00 (HS Auditorium) - Indoors due to the amount of Awards and the lack of daylight. Want to keep at 7 PM to allow parents to attend.
- Graduation - May 26 - 7:00 (HS Lawn Weather Permitting)
Thirteen school days remain with testing continuing. Thank you to the staff for the attention to the tests.

V. Assistant to Superintendent's report - Dr. Susan Seiple

- District Representation at State Conference - Federal Programs over 100 people and Dr. Seiple spoke on the great things at the District including technology, Spanish, Reading, AP Acceleration.
- Keystone Testing Window - May 16 to May 24 at the high school along with advanced students at the Middle School level.
- High School Focus Plan - Mrs. Houck, Mr. Abels and staff. This is part of the

Comprehensive Plan for the District. June 14 training will occur. Comprehensive Plan is a three-year document.

VI. Planning/Discussion (items for May 23, 2016, date change to May 18, 2016 as advertised and announced)

A. Budget and Finance

- 1) Check Registers
- 2) Monthly Reports - April
- 3) Non Resident Tuition Rates
- 4) Insurance Renewal
- 5) Bid Approval - LIU #12 Joint Purchasing Board - Custodial, General, Paper, Art
- 6) 2016-2017 Cafeteria Budget and Pricing

VII. Public Comment

Mrs. Lingg announced the next meeting will be May 18, 2016 at 6:30 PM.

Mrs. Lingg announced that an Executive Session was held prior to the meeting for legal reasons.

VIII. Adjournment - Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:10 PM.

The next Board meeting will be Wednesday, May 18, 2016, at 6:30 PM in the Boardroom (this is a changed date and time).