

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

Monday, November 21, 2016
6:00 P.M.

MINUTES

- A. Opening Business
- Call to Order - 6:00 PM
 - Pledge of Allegiance
 - Roll Call
 - Board Members: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Henry, Mr. Keller, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Student Board Members: Helen Rosenbrien, Genny Moorhead
 - Also Present: Dr. Scola, Dr. Seiple, Troy Wentz, Eric Hartman, Debra Fake, Diane Wagaman, Katie Fry, Mike Vaux, Rina Houck, Tessa Hilyard, Jay Czap, Marc Abels, Michele Becker, Tina Wetzel, Mike Wetzel, Justin Wetzel, BJ Frock, Nicki Breeden, Connie Hollinger, Nancy Spataro, Paul Spataro, Kevin Gunnet, Paul Spataro Jr., Amanda Wallick, Dave Fry, Nicole Brown, Mark Hershner, Tim Kress, Dr. Krout, Cindy Schulteis, Darlene Klenk
- B. Recognition of Visitors
- Tina Wetzel Recognition - Dr. Scola provided no hesitation in nomination along with Lois Gunnet. Remarkable, extraordinary best psychologist and asset to the District. The letter of nomination from Dr. Scola was read by Mrs. Lingg. Award presented by Association of School Psychologists for Pennsylvania Psychologist of the Year. Mrs. Wetzel commented that it takes a team to make it work. Thanked the Board, Dr. Scola, support of the Special Education department, Dr. Seiple, administration, principals, Learning Support team, Mrs. Gunnet and her family.
- C. Public Comments: None
- D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of October 24, 2016.
- Minutes 10-24-16 ([enclosure](#))

BOARD ACTION:

The minutes were approved as presented.

E. Committee Reports

York School of Technology – Henry, Representative - Mr. Henry reported Comprehensive Plan is on the website for 2017-2020. Thirty-six students from Hanover attend York County School of Technology. Advisory Council needs some assistance. Mr. Roland asked about the positions and Mr. Henry indicated that the website has the career areas that can be represented. Bullying and harassment incident recently at the school was handled tremendously by the administration and community resources to ensure safety and security of each student.

Recreation - Reck, Representative - Mr. Reck reported no meeting until February.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Henry

York Adams Earned Income Tax Bureau - Keller, Representative; Reck, Alternate

Lincoln Benefit Insurance Trust - Wentz, Representative - Mr. Wentz reported that the financial statements of the Trust had no findings. A new catastrophic prescription drug claim program and dollar amount was established for additional insurance. Hanover's current balance at the Trust is in nine months of claims range, which is what is recommended by the actuaries for a school our size.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative - Mrs. Shea reported a Truancy Reform act was passed for better intervention and penalties. The legislative session ends with no pension reform and the lawmakers will return in January.

Policy Committee – Frederick, Chair; Shea, Lingg - Mr. Frederick reported that many policies are included on agenda.

Educational Programs Committee - Daubert, Chair; Henry, Reck - Mrs. Daubert reported that Dr. Seiple presented the SPP scores where Elementary went up, Middle School slight increase and High School reported as anticipated with economic and demographics of a school our size. The formula is a moving target and the Comprehensive Plan will address some of the issues.

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - Examining the layout of the fencing around the chiller to allow for more room. Clearview PTO has raised \$6,000 for a digital sign and District will match.

Parents' Advisory Committee - Frederick - Mr. Frederick reported that parents were pleased with the two-year school calendar and much appreciated. Dr. Seiple presented information on the Comprehensive Plan and survey. In February this group will nominate one parent for the committee. The Distinguished Alumni Award will have Lisa Menges as the representative of the committee. David and Lisa Fry presented a blended learning informative presentation. Both positives and negatives were addressed by the committee representatives. The parent representatives were happy about the 3D printers in all buildings and discussed the process for elementary parent teacher conferences scheduling.

F. Superintendent's Report

- Open House - November 16 was a huge success with 150 people, which exceeded the Metal Lab Open House. Thank you to staff, students with the students receiving rave reviews for student focal point presentations and enthusiasm for what they are doing. Thank you to Hanover Shoe Farms Foundation for the \$90,000 donation and the continued community support of the school district.
- Winter Concerts - Various musical and instrumental holiday concerts will be held throughout the month of December. Please check the calendar and attend.
- Elf Jr. - Will be presented during the first days of December. Don't miss something special including Lunch with Buddy.

- G. Assistant to the Superintendent's Report
- Leadership Hanover Day - November 8 hosted Education Day along with Gary Laird from the Chamber of Commerce and fifteen local business leaders and Dr. Rupp, Dr. Thiec and Dr. Greenholt being present as a panel to answer questions of the business people in relation to education in this area. A tour of the STEAM Academy with students explaining the processes was held. A very beneficial day and special thank you to Crystal Gauss for the luncheon.
 - Comprehensive Planning - This is a three-year plan development done two years in advance. Must submit to the state after receiving various inputs from numerous stakeholders with future meetings to occur.
- H. Student Board Members - Maria Balafoutas and Helen Rosenbrien - presentation this month by Helen Rosenbrien and Genny Moorhead. Reported National Honor Society held a movie night for elementary students with activities. Twenty-three students will join seventeen previous inductees into the National Honor Society on December 8. Elf Jr. will be held on December 2, 3 and 4. Key Club volunteered at the library. Winter concerts, instrumental and vocal at all levels, are scheduled for December and singers will be at the Governor's Mansion. Winter Sports began Friday. Tri M provided a music memory project at a local nursing home. Dave Harnish provided a HACC program. Planning for the mini thon has begun. Mrs. Daubert asked the dates for the mini-thon and the students reported that they are March 3 and 4.
- I. Expulsion Waiver - The Board was requested to approve an expulsion waiver ([enclosure](#)).

BOARD ACTION:

Mr. Roland made a motion to approve the expulsion waiver. Second by Mr. Frederick and approved on a roll call vote of 9-0.

J. Personnel

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

Classified Employee:

Kathy Sterner, part-time cafeteria employee, retirement effective November 18, 2016. Mrs. Sterner will be retiring with 5.3 years of service to the district.

Michael Sterner, full-time custodian, retirement effective February 3, 2017. Mr. Sterner will be retiring with eight years of service to the district.

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

Substitute Employee:

Jeanne Benner, day-to-day substitute school nurse, effective December 3, 2016.

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

Classified Employee:

Debra DeMedici, part-time 4.5 hour cafeteria worker, effective date to be determined. Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Substitute Employee:

Angela Bond, day-to-day substitute teacher, effective for the 2016-2017 school year. Rate of compensation will be \$100.00 per day (completed).

Supplemental Employees:

Brian Small, gameworker, effective for the 2016-2017 school year. Rate of compensation will be as listed on the Athletic/Event for Payment SA-107a form (completed).

Ashley Novak, Clearview Intramural #2, effective for the 2016-2017 school year. Rate of compensation will be \$434.00 ([enclosure](#)).

Bus and Van Drivers - The Board is requested to approve the following individual(s) employed by Boyo Transportation:

Sue Ann Wolf
Maria Jacoby
Darlene Rose

- 4) Tenure - The Board was requested to approve the following for professional tenure:

Katelyn Carrick
Erica Gottsch
Jessica Harner
Theresa Henry
Jordan Lippy
Kelly McWilliams
Alex Smith
Amanda Starner

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

Kurt Brenner Pennsylvania State Athletic Directors Conference
Hershey, PA
March 22-25, 2017
[\(enclosure\)](#)

- 6) Job Description - The Board was requested to approve the following new job description and approval to advertise:

Lead Cafeteria Worker ([enclosure](#))

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

Stephanie Aumen, high school health and physical education teacher, request for FMLA effective approximately April 26, 2017 through the end of the 2016-2017 school year but not to exceed allowable 12 weeks of leave.

Cindy Bull, Secretary to the Director of Special Education and Director of Maintenance, request for intermittent FMLA leave effective November 21, 2016, not to exceed allowable 12 weeks of FMLA leave.

Tiffany Vanik, kindergarten teacher, request to extend FMLA leave until January 6, 2016, for the allowable 12 weeks of FMLA leave.

BOARD ACTION:

Mr. Engle made a motion to approve Personnel items as presented. Second by Mr. Frederick and approved on a roll call vote of 9-0.

K. Policy

- 1) The Board was requested final approval for the following policies:
 - [351.1](#) Drug, Alcohol, and Substance Abuse
 - [451.1](#) Drug, Alcohol, and Substance Abuse
 - [551.1](#) Drug, Alcohol, and Substance Abuse
 - [824](#) Maintaining Professional Adult/Student Boundaries

- 2) The Board was requested final deletion of the following policies:
 - [351.2](#) Drug-Free Workplace
 - [451.2](#) Drug-Free Workplace
 - [551.2](#) Drug-Free Workplace

- 3) The Board was requested tentative approval of the following policies:
 - [123](#) Interscholastic Athletics
 - [123.1](#) Athletic Coach Evaluation
 - [203.1](#) HIV Infection
 - [210.1](#) Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
 - [314.1](#) HIV Infection
 - [345](#) Identification Cards
 - [414.1](#) HIV Infection
 - [445](#) Identification Cards
 - [514.1](#) HIV Infection
 - [545](#) Identification Cards
 - [626](#) Federal Fiscal Compliance
 - [Attachment A](#) - Procurement - Federal Programs
 - [Attachment B](#) - Allowability of Costs - Federal Programs
 - [Attachment C](#) - Cash Management - Federal Programs

- [Attachment D](#) - Administration of Federal Funds Type of Costs, Obligations and Property Management
 - [Attachment E](#) - Grant Subrecipient Monitoring Procedures - Federal Programs
- 4) The Board was requested tentative deletion of the following policies:
- [210.2](#) Possession/Use of EpiPens
 - [543](#) Paid Holidays

BOARD ACTION:

Mr. Frederick made a motion to approve policy items 1-4. Second by Mrs. Shea and approved on a roll call vote of 9-0.

L. Budget and Finance

- 1) Check Registers - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,498,319.30, Capital Reserve totaling \$8,293.06 and Cafeteria totaling \$57,782.95. Grand total \$1,564,395.31 ([General](#)) ([Capital Reserve](#)) ([Cafeteria](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the check registers as presented. Second by Mr. Engle and approved on a roll call vote of 9-0.

- 2) Monthly Reports - The Board was requested to approve the following monthly Reports (partial October):

Investment Report ([October](#))
 Board Summary ([September](#))
 Tax Collector Report ([October](#))
 Student Activity Fund MS ([September](#))
 Student Activity Fund HS ([September](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the monthly reports as presented. Second by Mr. Reck and approved on a roll call vote of 9-0.

- 3) Holman and Robert Leese Scholarship information - The Board was requested to approve the resolution from Wilmington Trust related to the Holman Z. Leese Trust under will fbo Holman Robert Leese, hereby agreeing with Wilmington Trust to terminate trust and thus District receiving equal share of remaining dollars in Trust to add to current scholarship funds held by District in similar name. ([enclosure](#))

DISCUSSION:

Mrs. Lingg commented this is an acceptance of funds.

BOARD ACTION:

Mr. Reck made a motion to approve the scholarship information as presented. Second by Mr. Frederick and approved on a roll call vote of 9-0.

- 4) Tax Exoneration Request - The Board was requested to deny the request from International Partnership Ministries for Tax Exoneration of 2014-2015 (7 months) and 2015-2016 real estate taxes totalling \$13,769.44. ([enclosure](#))

BOARD ACTION:

Mr. Engle made a motion to approve the denial. Second by Mr. Frederick and approved on a roll call vote of 9-0.

- 5) Tax Collector Compensation Resolution - The Board was requested to approve tax collector compensation for the period of July 1, 2018 to June 30, 2022 per the attached resolution. ([enclosure](#))

BOARD ACTION:

Mr. Engle made a motion to approve the tax collector compensation resolution as presented. Second by Mrs. Shea and approved on a roll call vote of 9-0.

- 6) Tractor Replacement - The Board was requested to approve up to \$35,000 from General fund for replacement of a tractor.

BOARD ACTION:

Mr. Roland made a motion to approve the tractor replacement as presented. Second by Mr. Reck and approved on a roll call vote of 9-0.

- 7) INFORMATIONAL ONLY - Receipt and approval of PlanCon K for lease number 113556, Partial Accelerated Redemption, General Obligation Note Series of 2011 and receipt and approval of PlanCon K for lease number 123556, Issuance of General Obligation Bonds, Series of 2012 to Refund Series of 2011 (Lease number 113556).

Mrs. Lingg commented the state is giving to the District what money is owed. District had to jump through many hoops and many years to get this approval.

M. Public Comment: None

Mrs. Lingg indicated that an Executive Session was held for Budget and Finance and wished everyone in attendance a Happy Thanksgiving.

N. Adjournment - Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:26 PM.

Next Meeting - Reorganizational Meeting - Monday, December 5, at 6:00 PM.
Board Meeting following Reorganizational Meeting.