

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

Monday, January 28, 2019
6:00 P.M.

MINUTES

- A. Opening Business
- Call to Order – The meeting was called to order at 6:00 PM.
 - Pledge of Allegiance
 - Roll Call
 - Board Members Present: Mr. Frederick, Mrs. Gulden, Mrs. Keeney, Mr. Huston, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Board Members Absent: Mr. Engle
 - Student Board Members Present: Sarah Ginn, Isabelle Oropeza

 - Also Present: Dr. Scola, Dr. Seiple, Dave Fry, Lois Gunnet, Troy Wentz, BJ Frock, Rina Houck, Jay Czap, Darlene Klenk, Amanda Wallick, Debra Fake, Diane Wagaman, Mike Vaux, Tessa Hilyard, Dr. Krout, Tim Kress, Marc Abels, Mark Hershner, Heather Wagaman, Adam Mowrer
- B. Recognition of Visitors: None
- C. Public Comments: None
- D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes for January 7, 2019.
- 01-07-19 ([enclosure](#))

BOARD ACTION:

The minutes were approved as presented.

- E. Committee Reports

York County School of Technology – Keeney, Representative

Recreation - Reck, Representative - Hanover Recreation baseball and softball for 2019 sign ups are ongoing. Would like to distribute to Elementary and Middle School students. Team sponsors for \$250 are being asked from local businesses. Dr. Scola indicated that would distribute the forms to help with our Varsity feeder programs.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Gulden, Huston

Lincoln Benefit Insurance Trust - Wentz, Representative - Meeting on Thursday

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Frederick, Chair; Shea, Lingg - Fourteen are on the agenda.

Educational Programs Committee - Reck, Chair; Gulden, Huston - Last week a meeting was held where Dr. Seiple discussed January Curriculum Council, professional development day, Grants received by the District, curriculum vision and enrichment classes in the area of science and curriculum of music and world language.

Building & Grounds Committee - Roland, Chair; Gulden, Lingg, Engle ([enclosure](#)) ([enclosure](#)) Capital Reserve budget is on the agenda for approval for next year.

Parents' Advisory Committee - Frederick - Dr. Scola discussed Middle School Cafeteria Renovations, Middle School Career Exploration Lab (tech ed area improvements) and the video promoting the District was viewed. There was positive feedback on the meeting. The Distinguished Alumni Hall of Fame nomination forms were discussed.

Student Board Members - Sarah Ginn, Isabelle Oropeza- Mrs. Lingg thanked the students for the cards for Board Appreciation Month. National Honor Society held a Movie Night January 29 and preparations for Mini Thon are being done, including, speakers at an assembly, faculty pie in the face fundraiser, and Gold Out at a basketball game. The Mini Thon will be held on March 1 and on February 8 Mr. Mini Thon will be determined from a group of fifteen males vying for the title. A community Zumba A Thon is scheduled for February 15 from 6 PM to 8 PM. This Saturday a Winter Formal will be held and YMCA Kids Come First will be benefitted.

F. Superintendent's Report

- School Director Recognition Month - A video was shown having the students of the elementary schools thank the board members. Mr. Roland commented on the quality of the video. Dr. Scola thanked the board for keeping the students first and on behalf of the community a thank you. Middle School provided thank you notes and a notebook and high school provided a Welcome sign from the new plasma cutter. Mrs. Lingg asked that the elementary video be displayed on the Television monitors in the elementaries so that the students could see themselves.
- Safe2Say- This was initiated state wide on January 14 and is anonymous reporting line for students to report school safety issues. Mr. Hershner gave a report that this is for bullying, suspicious activities, and behavior concerns and is 24 Hour per day. It can be accessed via phone, online or by an app. One item has been handled in the District that the District was already aware of. All students grade 6-12 will be trained by the end of February. Teachers will be trained during the two hour delay on February 6. There is information on the District web site. If there is an immediate need call 911. The reporting line will screen the calls and notify a team of three District people if deemed an item that the District needs to address.

G. Personnel

- 1) Resignations - The Board was requested to approve the following resignations:

Professional Employee:

Amber Diehl, 6th grade teacher, effective January 18, 2019.

Substitute Employee:

Ellen Miller, day-to-day substitute teacher, effective January 24, 2019.

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

Classified Employees:

Tracy Moorhead, part-time 5.75 hour teaching assistant (Title I), effective January 29, 2019. Rate of compensation will be \$12.75 per hour ([enclosure](#)).

Tony Noble, part-time 5.75 hour teaching assistant, effective January 29, 2019. Rate of compensation will be \$12.75 per hour ([enclosure](#)).

Victoria Swartzbaugh, part-time 4.5 hour to 5.5 hour cafeteria worker, effective January 14, 2019. Rate of compensation will remain the same (current).

Substitute Employees:

Christianne Brennan, extended substitute elementary Spanish teacher, effective approximately February 2, 2019 to approximately April 12, 2019. Rate of compensation will be as listed on Admin. Reg. 405-R1 ([enclosure](#)).

John Davis and Amy Frye, day-to-day substitute teachers, effective for the 2018-2019 school year. Rate of compensation will be \$110.00 per day (completed).

Zachary Paradise, extended substitute Steam Applications teacher, effective approximately April 23, 2019, through the end of the 2018-2019 school year. Rate of compensation will be as listed on Admin. Reg. 405-R1 (current).

Kelsey Stambaugh, extended elementary substitute, effective approximately April 15, 2019, through the end of the 2018-2019 school. Rate of compensation will be as listed on Admin. Reg. 405-R1 (current).

Supplemental Employee:

Jennifer Bolin, Clearview Intramural # 1, effective for the 2018-2019 school year. Rate of compensation will be \$434.00-shared (completed).

Henry Wardrop, Head Varsity Softball Coach, effective for the 2018-2019 season, pending receipt of all required paperwork. Rate of compensation will be \$3,094.00 ([enclosure](#)).

Spring Coaches - The Board is requested to approve the coach listing for Spring Season 2018-2019 ([enclosure](#))

- 3) Memorandum of Understanding (MOU) - The Board was requested to approve the MOU for a retirement incentive between HEA and the District ([enclosure](#)).

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

Jeremy Kirby Varsity Wrestling (Districts, Regionals, States)
Keith Troup Hershey, PA
February 22, March 1, March 7-8, 2019
([enclosure](#))

Eric Lehman Junior High Wrestling
Jake Rice West Lawn, PA
February 8-9, 2019
([enclosure](#))

- 5) Tenure - The Board was requested to approve tenure for the following teachers effective with the end of the 2017-2018 school year.

Maxfield Palmer
Rachel Ranieri
Katherine Walton

- 6) Leaves of Absence - The Board was requested to approve the following requests for leave of absence:

Lauren Birchmire, Kindergarten teacher, FMLA leave/uncompensated child rearing leave, effective approximately April 15, 2019 to April 14, 2020.

Carol Green, teaching assistant, medical/uncompensated leave, effective January 9, 2019 through approximately January 30, 2019.

Kristine Hann, high school guidance secretary, FMLA leave effective February 5, 2019 to approximately February 18, 2019, but no longer than allowable remaining FMLA leave.

Denise Motter, secretary, FMLA leave February 19, 2019 to approximately March 5, 2019, but no longer than allowable 12 weeks FMLA leave.

Jason Resh, teaching assistant, medical/uncompensated leave, effective January 11, 2019 to approximately January 25, 2019.

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

Heather Wagaman

BOARD ACTION:

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

H. Policies

- 1) The Board was requested to tentatively approve the following policies and regulations:
 - [249](#) Bullying/Cyberbullying
 - [610](#) Purchases Subject to Bid
 - [610-R1](#) Bidding Requirements

- 2) The Board was requested final approval for the following policies and regulations:
 - [005-R1](#) Standing Committees
 - [006-R1](#) School Board Meeting Guide
 - [352](#) Employee Use of Electronic Devices
 - [452](#) Employee Use of Electronic Devices
 - [552](#) Employee Use of Electronic Devices
 - [626A](#) Procurement - Federal Programs
 - [918](#) Attachment High School Title I Parent and Family Engagement
 - [918](#) Attachment Middle School Title I Parent and Family Engagement
 - [918](#) Attachment Clearview Title I Parent and Family Engagement
 - [918](#) Attachment Hanover Street Title I Parent and Family Engagement
 - [918](#) Attachment Washington Title I Parent and Family Engagement

DISCUSSION:

Dr. Scola thanked the group for the electronic device policy adjustments that meet the needs of staff and some of their requests.

BOARD ACTION:

Motion by Mrs. Shea to approve, Second by Mr. Frederick and passed on a roll call vote of 8-0.

I. 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 \$573,269.63, Capital Reserve totaling \$6,120.00, Construction totaling \$686.70, and Cafeteria totaling \$21,584.78. Grand total \$601,661.11 ([General Fund](#)) ([Capital Reserve](#)) ([Construction](#)) ([Cafeteria](#))

BOARD ACTION:

Mr. Reck made a motion to approve the check registers as presented. Second by Mrs. Shea and approved on a roll call vote of 8-0.

- 2) Monthly Reports - December - The Board was requested to approve the following December monthly reports

[Board Summary](#)
[Middle School Student Activity](#)
[High School Student Activity](#)
[Cafeteria](#)
[Investment](#)
[Tax Collector Report](#)
[Tax Collector Quarterly Report](#)
[Construction Summary](#)

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 8-0.

- 3) Independent Audit Report Fiscal Year 2017-2018 - The Board was requested to approve the Independent Audit Report as prepared by Smith Elliott Kearns and Company and as presented to the Budget and Finance Committee as of June 30, 2018.

DISCUSSION:

Mr. Roland thanked Mr. Wentz and his team for the no findings report. Mrs. Lingg thanked everyone for their help.

BOARD ACTION:

Mrs. Shea made a motion to approve the independent audit as presented. Second by Mr. Frederick and approved on a roll call vote of 8-0.

- 4) York County School of Technology 2019-2020 Budget - The Board was requested to approve the York County School of Technology 2019-2020 Budget with total amount not to exceed \$28,786,422 (of which \$20,485,000 is from member contributions), a 0.7% decrease with the District's costs for 2019-2020 estimated to be \$262,082 based on 21.38 students (\$254,330 adjusted for 2018-2019 based on 21.0 students), an increase of 3.05% including regular education, special education and transportation expenses ([budget enclosure](#)) ([resolution enclosure](#)) ([district summary chart enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the York County School of Technology budget as presented Second by Mr. Reck and approved on a roll call vote of 8-0.

- 5) Joint Purchasing Fall Paper Bid Award - The Board was requested to approve the LIU #12 Joint Purchasing Fall Paper Award:

Office Basics (white copy paper)	\$4,672.00
Total	\$4,672.00

BOARD ACTION: Motion by Mr. Huston to approve. Second by Mrs. Shea. Approved on a roll call vote of 8-0.

- 6) Real Estate and Per Capita Exonerations - Tax Collector - The Board is requested to exonerate Holly Liska, Tax Collector, from the collection of the following tax bills:

Real Estate Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2018 to York County for collection:

2018 Real Estate Taxes to York County 201 bills \$483,682.92 (prior year 147 bills \$450,205.15) ([enclosure](#))
2017 Real Estate Taxes to York County 4 bills \$832.54 ([enclosure](#))
2016 Real Estate Taxes to York County 2 bills \$106.16 ([enclosure](#))

Per Capita/Occupational Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2018 to York Adams Tax Bureau for collection:

2018 Per Capita/Occupational Taxes to YATB (including partial) \$38,730.00 (prior year \$17,930.00) ([enclosure](#))
2017 Interim Per Capita/Occupational Taxes to YATB bills ([including partial](#)) \$4,520.00 (enclosure)

Per Capita/Occupational Taxes exonerated for indicated reason, these will NOT be turned over for collection, exempt for indicated reason:

2018 Per Capita/Occupational Taxes Exonerated (including partial) \$20,190.00 (prior year \$20,420.00) ([enclosure](#))
2017 Interim Per Capita/Occupational Taxes Exonerated (including partial) \$860.00 ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the exonerations as presented. Second by Mr. Reck and approved on a roll call vote of 8-0.

- 7) Capital Reserve Budget - The Board was requested to approve the Capital Reserve Budget ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the Capital Reserve Budget as presented. Second by Mr. Roland and approved on a roll call vote of 8-0.

- 8) General Fund Budget Real Estate Tax Resolution - The Board was requested to approve the Act 1 Resolution indicating intent to not exceed the 3.0% increase to millage rate and to not seek Act 1 exceptions for the 2019-2020 school year ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the tax resolution as presented. Second by Mrs. Shea and approved on a roll call vote of 8-0.

J. Public Comment: None

K. Adjournment: Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:29 PM.

Planning Meeting - Monday, February 11, at 6:00 PM.

Board Meeting - Monday, February 25, at 6:00 PM.

Troy Wentz