

**HANOVER PUBLIC SCHOOL DISTRICT  
BOARD OF DIRECTORS MEETING AGENDA**

**Tuesday, May 26, 2009**

**6:00 P.M.**

**A. Opening Business**

Call to Order

Pledge of Allegiance

Roll Call

Board Members: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Student Board Members: Lyna Tran, Gabriel Rosenbrien, Alex Daubert (Alternate)

Also Present

**B. Recognition of Visitors and Public Comments**

**C. Approval of Minutes from Past Meeting**

The Board is requested to approve the minutes of the Board Meetings April 27, 2009, and May 11, 2009 (**enclosures**).

**BOARD ACTION:**

**D. Committee Reports**

York School of Technology – Zeigler, Chair; West (Alternate)

Recreation – Lingg, Chair; Kauffman (Alternate)

PN Advisory – Hersh, Chair; A. Smith (Alternate)

Meet & Discuss Professional – West, Chair; O'Connor, D. Smith

Meet & Discuss Classified – D. Smith, Chair; Hersh, O'Connor

Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate)

Lincoln Intermediate Unit Insurance Trust – West, Representative; BJ Frock (Alternate)

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Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative;  
A. Smith (Alternate)

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate)

Policy Committee – West, Chair; A. Smith, Lingg

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O'Connor

Community Relations Committee – A. Smith, Chair; D. Smith, Kauffman, Zeigler

Student Board Members Report – Tran, Rosenbrien, Daubert (Alternate)

## E. Superintendent's Report

## F. Legal Report

## G. Standing motions regarding personnel

- 1) **Removal of Substitutes-** The Board is requested to approve to remove the following names from the day-to-day substitute list as noted, effective immediately.

**John Milkovich** and **Ryan Trone**, day-to-day substitute teachers  
**Thelma Malone**, substitute adult patrol

### BOARD ACTION:

- 2) **LBT Trustee-** The Board is requested to approve the following changes as a Lincoln Benefit Trust (LBT) Trustee effective July 1, 2009.

**Elaine Kennedy**, teacher, will replace **Doug West**, Board Member, as a representative Trustee.

### BOARD ACTION:

- 3) **Job Descriptions-** The Board is requested to approve the following job descriptions as noted:

**Maintenance Supervisor (new) (enclosure)**

**Assistance Maintenance Supervisor (delete)**

**Maintenance Craftsman II** (revised and to reflect change in supervisor title)

**Maintenance Craftsman I, Head Custodian and Custodian** (to reflect change in supervisor title)

**Middle School Guidance Secretary**

**Middle School Secretary**

**Middle School Secretary/Receptionist**

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**BOARD ACTION:**

4) **Salary Placement** – The Board is requested to approve the following salary placement as noted:

**Tony Grimes**, Maintenance Supervisor – salary placement effective July 1, 2009, according to Act 93 Group D placement

**BOARD ACTION:**

5) **Memorandum of Understanding-** The Board is requested to approve the Memorandum of Understanding concerning the August 21, 2009, inservice date.

**BOARD ACTION:**

6) **2009-2010 LPN Salaries** -The Board is requested to approve the 2009-2010 LPN salaries for full-time instructors based upon the collective bargaining agreement. Salaries for full-time LPN instructors are based upon the collective bargaining salary schedule and then prorated on time worked.

**BOARD ACTION:**

**7) New Business:**

a) **Resignation-** The Board is requested to approved the following resignation:

***Classified Employee:***

**Laurie Beans-** Elementary Secretary, effective June 30, 2009. Mrs. Beans last work day will be Monday, June 15, 2009. Approval is requested to advertise for the position. Mrs. Beans has accepted employment elsewhere.

**BOARD ACTION:**

b) **Employment** – The Board is requested to approve the following employment items contingent upon receipt of all necessary employment documents:

***Substitute Employees:***

**Jessica Bollinger, Julie Dorr, Nicole McCullen, and Kara Smith**, day to day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

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**Summer Workers:**

**Eric Deatruck**, summer cleaning crew, effective June 9, 2009. Rate of compensation will be \$7.50 per hour.

**Jack McLaughlin, Robert Myers, and Shinead Bierkamp**, substitute summer workers, effective June 9, 2009. Rate of compensation will be \$7.50 per hour for McLaughlin and Myers; \$6.75 per hour for Bierkamp.

**Supplemental Employee:**

**Gail Anderson**, Head Varsity Field Hockey Coach, effective for the 2009-2010 school year. Rate of compensation will be Level 2 of the 2009-10 Coaching Salary Schedule (enclosure).

**BOARD ACTION:**

c) **Request Approval to Advertise**-The Board is requested approval to advertise the following coaching position. The district has received notice that the coach holding this position has indicated that they do not wish to return for the 2009-2010 school year.

**Middle School Field Hockey Assistant Coach**

**BOARD ACTION:**

d) **Request Approval to Advertise**-The Board is requested approval to advertise the following position:

**Half Time Secondary Science Teacher**

**BOARD ACTION:**

e) **For Informational Purposes:**

**Administrative Employees:**

Dr. Moyer was hired as Superintendent effective July 1, 2009, through June 30, 2013, at an initial salary of \$117,000. Dr. Moyer was previous hired at the May 11, 2009, meeting.

f) **Leaves of Absence**- The Board is requested to approve the following requests for leaves of absences:

**Jane Smith**, full-time custodian, uncompensated medical leave of absence effective May 18, 2009. Ending date to be determined upon release but no longer than permitted by policy.

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**Heather Warner-Little**, grade 6 teacher, FMLA/Childbearing/Childrearing leave, effective August 20, 2009, to continue through the first semester of the 2009-2010 school year.

**Cindy Bull**, secretary to supervisor of special ed and maintenance supervisor, FMLA for medical reasons effective July 6, 2009, to approximately August 24, 2009.

## **BOARD ACTION:**

### **H. Standing motions regarding Curriculum and Technology**

1) **Board Policies** – The Board is requested to approve the final adoption to:

- 122 Extracurricular Activities
- 123 Interscholastic Athletics
- 122-R1 Extracurricular Activities – Eligibility Requirements
- 201.1 Elementary School Enrollment
- 201 Admission of Beginners
- 716 Integrated Pest Management
- 916 School Volunteers
- 612 Budget Transfers
- Volunteer Handbook

## **BOARD ACTION:**

### **2) NEW BUSINESS**

a) **Board Policies** – The Board is requested to approve the tentative adoption to **(enclosures)**:

- 128 Practical Nursing Program
- 203 Communicable Disease & Immunizations
- 203-R1 Admissions – Immunizations Requirements
- 209 Health Examinations
- 209-R1 Student Health
- 210 Use of Medications

## **BOARD ACTION:**

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**I. Standing motions regarding Finance**

- 1) **Approval to Seek Cafeteria Bids for 2009-2010** – The Board is requested to approve to seek bids for the following:

Milk and Tea products  
Miscellaneous Cafeteria Foods, including breads

**BOARD ACTION:**

- 2) **Depository for 2009-2010** – The Board is requested to approve Susquehanna Banks as the depository for the District for the 2009-2010 school year.

**BOARD ACTION:**

- 3) **Athletic Budget** – The Board is requested to approve the Athletic Budget for the 2009-2010 school year.

**BOARD ACTION:**

- 4) **Cafeteria Budget** – The Board is requested to approve the Cafeteria Budget for the 2009-2010 school year.

**BOARD ACTION:**

- 5) **YCAL Grants** – The Board is requested to approve three grants from the York County Alliance for Learning as submitted by:

Tiffanie Garman (Hanover Middle School)	\$ 950.99
David Harnish (Hanover High School)	\$1,000.00
Carrie Iezzi (Hanover Middle School)	\$ 999.99

**BOARD ACTION:**

- 6) **Donation** – The Board is requested to approve a donation of \$300.00 from the Eichelberger High School Class of 1951 (no stipulation on use).

**BOARD ACTION:**

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**7) New Business:**

- a) **Musical Instrument Bid Approval (internal)** – The Board is requested to approve the music instrument and supply bid for the 2009-2010 school year (total of 6 vendors submitted bids) (**enclosure**):

Washington Music	\$ 439.00
Suzuki Corporation	\$ 799.42
K & S Music	<u>\$3,325.00</u>

Total Bid	\$4,563.42
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**BOARD ACTION:**

- b) **Check Registers** – The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$949,324.90.and Cafeteria totaling \$37,908.29.. Grand total \$987,233.19. (**enclosure**).

**BOARD ACTION:**

- c) **Monthly Reports** – The Board is requested to approve the following reports for the month of April (**enclosures**):
- Tax Collector Report
  - Treasurer’s Report
  - Investment Report
  - Budget Expenditure Report
  - Revenue Budget Summary
  - Cafeteria Report
  - Student Activities Report

**BOARD ACTION:**

- d) **Treasurer for 2009-2010** – The Board is requested to accept nominations for Treasurer for the 2009-2010 fiscal year. (The insurance advisor will be directed to secure the proper bond for the Board Treasurer.)

**BOARD ACTION:**

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- e) **Cafeteria Pricing 2009-2010** – The Board is requested to approve the following school breakfast and lunch prices for the 2009-2010 school year

Breakfast (no change)

Elementary Student	\$1.00
Middle School and High School Student	\$1.00
Adult	\$1.50

Lunch (no change)

Elementary Student	\$1.85
Middle School and High School Student	\$2.10
Adult	\$3.00

Milk (no change) \$0.50

**BOARD ACTION:**

- f) **LIU Joint Purchasing Agreement** – The Board is requested to approve participation in the Joint Purchasing Program through the Lincoln Intermediate Unit #12 (**enclosures**).

**BOARD ACTION:**

- g) **Transportation Bid Approval** – The Board is requested to approve transportation for the 2009-2010 school year with F & S Transportation at a rate of \$83.98 per bus per day (\$78.48 prior year), \$2.55 per mile for trips over 20 miles with additional \$0.01 increase per mile for each \$0.10/gallon increase in diesel cost over \$2.40/gallon (\$2.38 prior year) and driver layover costs of \$20.26 per hour (\$18.93 prior year) (total of two vendors submitted bids). (**enclosure**).

**BOARD ACTION:**

- h) **Wage Tax Member Appointment Resolution** – The Board is requested to appoint a member as the voting delegate to the Tax Collection Committee (county-wide) per Act 32 (**enclosures**).

**BOARD ACTION:**

- i) **Donation** – The Board is requested to accept a donation of an organ from Hanover Community Church.

**BOARD ACTION:**



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- j) **Medical Services** – The Board is requested to approve the following medical services for 2009-2010:

Dr. Kurt Thomas - school district's consulting physician

**School Physicians**

Dr. Kurt Thomas

Dr. Kae Kim

Dr. Douglas Masucci

Dr. Thomas Rapp

**School Dentist**

Dr. Henry Hoffacker

**BOARD ACTION:**

- k) **LIU Bid Approval** – The Board is requested to approve the following bids from the LIU Joint Purchasing Board for the 2009-2010 school year:

**Art Supplies**

Blick Art Materials	\$ 414.02
Cascade School Supplies	\$ 1,302.07
Commerical Art Supply	\$ 489.86
Elgin School Supply	\$ 43.60
Kurtz Brothers	\$ 1,569.00
National Art & School Supplies	\$ 2,776.36
Office Basics	\$ 1,575.63
Pyramid School Products	\$ 1,016.62
School Specialty	\$ 674.29
Standard Stationery Supply	\$ 233.84

Total \$10,095.29

**Custodial Supplies**

Allied Cleaning Technologies	\$ 1,350.79
Calico Industries, Inc.	\$ 2,964.40
Hillyard, Inc.	\$12,329.35
Mike Cummings Company, Inc.	\$ 699.00
Pyramid School Products, Inc.	\$ 77.97
Quaker City Paper	\$ 7,184.50
Xpedx-Harrisburg	\$ 6,108.79

Total \$30,714.80

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General Supplies

Cascade School Supplies	\$ 1,748.88
Elgin School Supply	\$ 306.10
Kurtz Brothers	\$ 5,053.46
National Art & School Supplies	\$ 2,764.09
Office Basics	\$ 3,556.70
Pyramid School Products	\$ 4,612.53
Quill	\$ 2,269.19
School Specialty	\$ 2,271.20
Standard Stationery Supply	\$ 1,916.43

Total \$24,498.58

Paper Supplies

Kurtz Brothers	\$ 8,752.26
Lindenmeyer Munroe	\$ 1,643.15
Ris Paper Co., Inc.	\$21,770.48
School Specialty	\$ 553.86

Total \$32,719.75

Athletic and Health Supplies

Henry Schein Inc.	\$ 191.07
Medco Sports Medicine	\$ 430.43
Moore Medical Corp.	\$ 872.54
School Health	\$ 49.69
Sportsman's	\$ 33.88
William V. MacGill & Co.	\$ 12.00

Total \$ 1,589.61

**BOARD ACTION:**

**J. Standing motions regarding Facilities**

**1) New Business:**

- a) **INFORMATIONAL ITEM ONLY**-School Projects Discussion, Architect Jim Baumgardner

**K. Old Business**

**L. Other Business**

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**M. Next meeting date:**

The next Committee meeting will be Monday, June 8, 2009, at 6:00 P.M. in the Boardroom

The next Board meeting will be Monday, June 22, 2009, at 6:00 P.M. in the Boardroom.

**N. Adjournment**