

## BOARD OF DIRECTORS MEETING AGENDA

Monday, January 28, 2013

6:00 P.M.

- A. Opening Business
- Call to Order
  - Pledge of Allegiance
  - Roll Call
    - Board Members: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
    - Student Board Members: Linsay Bowersox, Zac Sheaffer, Garrett Reichart (alt)
- B. Recognition of Visitors
- C. Public Comments
- RBC Capital Markets - Mr. Ken Phillips Bond Refinancing Update -  
INFORMATION ONLY ([enclosure](#)) ([enclosure](#))
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of November 19, 2012, November 26, 2012, December 6, 2012 (reorganization), December 6, 2012, and January 14, 2013.
- Minutes 11-19-12 ([enclosure](#))
  - Minutes 11-26-12 ([enclosure](#))
  - Minutes 12-6-12 reorganization ([enclosure](#))
  - Minutes 12-6-12 ([enclosure](#))
  - Minutes 1-14-13 ([enclosure](#))

### BOARD ACTION:

- E. Committee Reports
- York School of Technology – Roland, Representative
- Recreation – Lingg, Representative
- PN Advisory – Funk, Representative
- Meet & Discuss Professional, Classified & Administrative – Funk, Chair;  
O'Connor, Watson
- Joint Wage Tax – Edwards, Representative; O'Connor (Alternate)
- Lincoln Intermediate Unit Insurance Trust – Wentz, Representative
- Legislative Liaison with Pennsylvania School Board Association – Funk

Key Communicator's Network – All

Policy Committee – Watson, Chair; Engle, Funk, Lingg

Stadium Promotion Committee - Funk

Educational Programs Committee - O'Connor, Chair; Funk, Watson

Student Board Members - Bowersox, Sheaffer, Reichart

- F. Spotlight Report
- Elementary Instrumental Music Program Update
- G. Director of Curriculum and Instruction Report - Dr. Pam Smith
- January In-Service
  - DIBELS Assessment/FDK
- H. Standing motions regarding Personnel
- 1) Resignations - The Board is requested to approve the following resignations:
- Substitute Employees:  
Michael Ketterman, Amy Raubenstine and Melinda Smith, day-to-day substitute teachers, effective immediately.
- Brenda Smith, day-to-day substitute custodian, effective immediately.
- 2) Employment - The Board is requested to approve the following employment items:
- Substitute Employees:  
Desiree Corbin, Melissa McKim, Julie Seabrooks, Amanda Tawney, day-to-day substitute teachers, effective for the 2012-2013 school year. Rate of compensation will be \$95.00 per day (completed).
- Jessica Parry, day-to-day substitute adult patrol, effective immediately. Rate of compensation will be \$25.91 per day (completed-current).
- Ethan Gross, day-to-day substitute maintenance and custodial worker, effective for the 2012-2013 school year. Rate of compensation will be as appropriate on the substitute salary rate schedule (current).
- Supplemental Employees:  
Michael Ketterman, gameworker, effective for the 2012-2013 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for

Payment (current).

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

4) New Business:

a) Employment - The Board is requested to approve the following employment items pending completion of required employment documents:

Classified Employees:

Drena Laughman, part-time 3-hour cafeteria worker, effective January 29, 2013. Rate of compensation will be \$9.87 per hour ([enclosure](#)).

Seth Reese, part-time 3-hour cafeteria worker, effective January 29, 2013. Rate of compensation will be \$9.87 per hour ([enclosure](#)).

Beth Sanderson, regular adult patrol, effective January 29, 2013. Rate of compensation will be \$25.91 per day ([enclosure](#)).

Charles Shipley, part-time custodian, effective date to be determined upon release from current employer. Rate of compensation will be \$10.32 per hour ([enclosure](#)).

Renita Brown, personal assistant part-time 4-hours at Washington, recall from prior notice of furlough, effective recall of December 10, 2012 (current).

Supplemental Employees:

Ronald Palmer, assistant varsity track coach, effective for the 2012-2013 school year. Rate of compensation will be \$1990.00. ([enclosure](#)).

Andrew Merrel, Intramural Gymnastics Coach, effective for the 2012-2013 school year. Rate of compensation will be \$434.00 ([enclosure](#)).

Substitute Employees:

Tammy Anslow and David Staub, day-to-day substitute teachers, effective for the 2012-2013 school year. Rate of compensation will be \$95.00 per day (completed.)

BOARD ACTION:

d) Conference/Workshops - The Board is requested to approve the following conferences/workshops:

David Cataldo                      Varsity Wrestling - PIAA Finals ([enclosure](#))  
Nate Murren                         Hershey, PA

Ron Palmer                      March 7-9, 2013  
Total Cost to District- \$951.00

Dave Cataldo                      Varsity Wrestling - Regionals ([enclosure](#))  
Nate Murren                      Reading, PA  
Ron Palmer                      March 1-2, 2013  
Total Cost to District - \$717.00

Dave Cataldo                      Varsity Wrestling - Individual ([enclosure](#))  
Nate Murren                      Hershey, PA  
Ron Palmer                      February 22-23, 2013  
Total Cost to District - \$876.00

BOARD ACTION:

I. Standing Motions regarding Policy

- 1) Policy - The Board is requested final approval for the follow policies:
  - [602](#) Budget Planning
  - [603](#) Budget Preparation
  - [604](#) Budget Hearing
  - [605](#) Tax Levy
  - [607](#) Tuition Fees
  - [608](#) Bank Accounts
  - [613](#) Joint Purchasing
  - [614](#) Payroll Authorization
  - [616](#) Payment of Bills
  - [618](#) Student Activity Funds
  - [621](#) Local Taxpayer Bill of Rights
  
- 2) Policies - The Board is requested tentative approval for the following policies:
  - [006](#) Meetings
  - [007](#) Distribution
  - [008](#) Organizational Plan
  - [011](#) Board Governance Standards/Code of Conduct
  - [228](#) Student Government
  
- 3) Regulations - The Board is requested approval for the following regulations:
  - [005-R1](#) Standing Committees
  - [006-R1](#) School Board Meeting Guide
  - [008-R](#) Line of Responsibility

BOARD ACTION:

J. Standing Motions regarding Curriculum

- 1) High School Program of Studies - The Board is requested to approve the program of studies for the High School for the 2013-2014 school year ([summary](#)) ([enclosure](#)) ([addendum](#)).

BOARD ACTION:

K. Standing Motions regarding Finance

- 1) Student Vans Purchase (2) - The Board is requested to approve the purchase of 2 student vans from Mobility Works at a cost of \$25,352.50 per van as a result of the internal bid conducted ([enclosure](#)).
- 2) Lincoln Intermediate Unit #12 General Operating Budget Approval 2013-2014 - The Board is requested to approve the LIU #12 General Operating Budget for 2013-2014 in the amount of \$9,724,887 (less than 1% increase from prior year) with all district contributions of \$771,438 (1.7% increase from prior year) and Hanover Public School District contribution of \$18,729,91 (\$18,280.50 for 2012-2013) ([enclosure](#))
- 3) York County School of Technology Budget Approval 2013-2014 - The Board is requested to approve the York School of Technology Proposed 2013-2014 Budget with total amount not to exceed \$25,089,580 (\$24,478,249 for 2012-2013) with the District's costs for 2013-2014 estimated to be \$216,049, an increase of 10.56% (\$195,411 adjusted in 2012-2013) based upon 20 students including regular education, special education and transportation. ([Budget enclosure](#)) ([Cost Summary enclosure](#)) ([Budget Resolution enclosure](#))
- 4) Monthly Reports - November and December - The Board is requested to approve the following monthly reports (enclosures)
  - Investment Report - [November](#) and [December](#)
  - Board Summary - [November](#) and [December](#)
  - Tax Collector - [November](#), [December](#) and [quarter end December](#)
  - Student Activities Report MS - [November](#) and [December](#)
  - Student Activities Report HS - [November](#) and [December](#)
  - Cafeteria - quarter end December and participation by building November  
([HS](#)) ([MS](#)) ([CI](#)) ([HanSt](#)) ([W](#))
- 5) Check Registers - The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,596,331.77, Capital Reserve totaling \$820.20, and Cafeteria totaling \$37,758.08. Grand total \$1,634,910.05. ([Cafeteria](#)) ([Capital Reserve](#)) ([General Fund](#))

- 6) Proposed Preliminary General Fund Budget 2013-2014 - The Board is requested to approve public notice of intent to adopt the 2013-2014 Proposed Preliminary General Fund Budget at the February 11, 2013 meeting.
  
- 7) Real Estate and Per Capita Tax Exonerations - The Board is requested to exonerate Leroy Wentz, 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, 2012 to York County for collection  
2012 Real Estate Taxes to York County 213 bills \$501,435.76  
2011 Real Estate Taxes to York County 5 bills \$9,507.26  
  
Per Capita/Occupational Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2012 to York Adams Tax Bureau for collection  
2012 Full Per Capita/Occupational Taxes to YATB 607 bills \$11,780.00  
2012 Interim Per Capita/Occupational Taxes to YATB 16 bills \$320.00  
2011 Interim Per Capita/Occupational Taxes to YATB 402 bills \$8,040.00  
2010 Interim Per Capita/Occupational Taxes to YATB 73 bills \$1,460.00
  
- 8) 2011-2012 Independent Audit Approval - The Board is requested to approve the 2011-2012 independent Audit Report as presented at Budget and Finance Meeting by Smith Elliott Kearns and Company, local auditors (enclosure Monday evening)

BOARD ACTION:

- L. Other Business
- M. Public Comment
- N. Next meeting date:  
  
The planning meeting will be Monday, February 11, at 6 PM in the boardroom.  
The next board meeting will be Monday, February 25, at 6 PM in the boardroom.
- O. Adjournment