

Hanover Public School District  
School Board Planning Meeting  
Monday, June 10, 2013 - 6:00 PM

AGENDA

I. Opening Business

A. Call to Order --

B. Pledge of Allegiance

C. Roll Call -

Board Members: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly,  
Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson

Also Present -

II. Recognition of Visitors :

Public Comment:

III. Director of Curriculum & Instruction Report - Dr. Pam Smith

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IV. Matters for Which Board Action is Required

A. Personnel

1) Resignation - The Board is requested to approve the following  
resignation:

Christina Wiles, cafeteria worker and substitute adult patrol, effective  
May 31, 2013.

BOARD ACTION:

2) Furloughs - The Board is requested to approve the following furloughs:

Renita Brown, personal assistant, effective June 30, 2013.

Denise Dornbush, personal assistant, effective June 30, 2013

BOARD ACTION:

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

Classified Employee:

Lynn Diehl, transfer from 4-hour part-time cafeteria position to a 5.5-hour cafeteria position. Rate of compensation will remain the same.

BOARD ACTION:

- 4) Approval of Job Description - The Board is requested to approve the revised job descriptions:

Teaching Assistants (enclosure)

Library Assistants (enclosure)

BOARD ACTION:

- 5) Approval of Advertise - The Board is requested to approve to advertise for the following position:

Library Assistants -part-time 5.5 hours(2)

Teaching Assistants -part-time 5.5 hours (3)

Cafeteria Workers- part-time 3 and 4 hours (2)

BOARD ACTION:

B. Budget and Finance

- 1) Transfer of Funds General Fund to Capital Reserve - The Board is requested to transfer \$12,792.25 from the General Fund to the Capital Reserve Fund (this is rebate monies from the new renovations energy efficiencies received from First Energy).

BOARD ACTION:

C. Educational Programs

- 1) High School Handbook - The Board is requested to approve the 2013-2014 High School Handbook. ([enclosure](#)) ([enclosure](#))
- 2) Middle School Handbook - The Board is requested to approve the 2013-2014 Middle School Handbook. ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

V. Planning/Discussion (items for June 24, 2013)

A. Personnel

- 1) Non-Bargaining Unit Classified Position Rate Increase - The Board is requested to approve increases for the 2013-2014 school year for the following Non-Bargaining Unit Classified Positions ([enclosure](#)).

Secretary to the Director of Human Resource and Business Manager  
Payroll Clerk

Confidential Secretary/Accounting Clerk to Business Manager  
Secretary to the Superintendent and Assistant Superintendent  
Adult Patrols

- 2) Act 93 Plan - The Board is requested to approve the Act 93 Plan effective July 1, 2013 through June 30, 2105 ([enclosure](#)).
- 3) Coaching and Co-Curricular Increases for the 2013-2014 school year. The Board is requested to approve no increase to the ranges for the 2013-2014 school year with a 2% increase for those below the midpoint and 1% for those above. ([enclosure](#))
- 4) Supplemental/Substitute Rate Schedule for 2013-2014- The Board is requested to approve the 2013-2014 Supplemental/Substitute Rate Schedule ([enclosure](#)).

B. Policy

- 1) Policies - Final

Policy Committee:

- [812](#) Property Insurance
- [814](#) Copyright Material
- [818](#) Contracted Services
- [916](#) School Volunteers
- [236](#) Student Assistance Program

Regulation:

- [004.1-R1](#) Student Representatives

Regulations to Delete:

- [113-R](#) Students with Special Emotional Needs
- [113.1R1](#) Allocation of Classroom Space to Low Incidence Special Education Students

Budget & Finance Committee:

- [612](#) Purchases Not Budgeted
- [617](#) Petty Cash Funds
  - [617-R1](#) Admin Regulation Petty Cash Funds
  - [618-R1](#) Admin Regulation Student Activity Funds

C. Building and Grounds

- 1) Informational: Building & Grounds Meeting Report - June 14, 2013 ([agenda](#))

D. Budget and Finance

- 1) Check Registers
- 2) Monthly Reports - May
- 3) General Fund Budget Approval
- 4) Homestead/Farmstead Approval
- 5) Real Estate/Per Capita/Occupational Tax Approval
- 6) Installment Payment of Taxes
- 7) District Insurances Update for 2013-2014
- 8) Committed Funds for Fund Balance over 8%

VI. Public Comment

VII. Adjournment

The next Board meeting will be Monday, June 24, at 6:00 PM in the Boardroom.