

BOARD OF DIRECTORS MEETING AGENDA

Monday, January 27, 2014
6:00 P.M.

- A. Opening Business
 - Call to Order
 - Pledge of Allegiance
 - Roll Call
 - Board Members: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Reck, Mr. Roland, Mrs. Shea
 - Student Board Members: Zach Sheaffer, Garrett Reichart, Woodrow Wagaman (alternate)
 - Also Present:
- B. Recognition of Visitors
- C. Public Comments
BOARD MEMBER RECOGNITION MONTH
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of November 25, 2013; December 2, 2013; and January 13, 2014.
 - Minutes 11-25-13 ([enclosure](#))
 - Minutes 12-02-13 ([enclosure](#)) ([enclosure](#))
 - Minutes 01-13-14 ([enclosure](#))

BOARD ACTION:

E. Committee Reports

York School of Technology – Kelly, Representative

Recreation - Shea, Representative

PN Advisory – Daubert, Representative

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

York Adams Earned Income Tax Bureau - Reck, Representative; O'Connor, Alternate

Lincoln Benefit Insurance Trust - Wentz, Representative

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Frederick, Chair; Shea, Lingg

Educational Programs Committee - Daubert, Chair; O'Connor, Reck

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#))

Student Board Members - Sheaffer, Reichart, Wagaman (alternate)

F. Superintendent's Report - Dr. Scola

- Administration
- High School Correspondence

G. Standing motions regarding Personnel

A. Personnel

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

Substitute Employees:

Robert Zakula, day-to-day substitute teacher, effective December 20, 2013.

Robert Lance, day-to-day substitute teacher, effective December 2, 2013

Carrie Heiland, day-to-day substitute cafeteria worker, effective immediately.

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

David Albright, head varsity softball coach, effective for the 2013-2014 school year. Rate of compensation will be \$2,714.00 ([enclosure](#)).

- 3) Job Description - The Board is requested to approve the following revised job description.

Technology Help Desk - Technology Support Specialist ([enclosure](#))

- 4) **New Business:**

- a) Resignations - The Board is requested to approve the following resignation(s):

Administrative Employee:

Joel Hain, High School Principal, effective January 27, 2014.

Classified Employee:

Patricia Nace, part-time teaching assistant, effective January 31, 2014.

Supplemental Employees:

Logan Myers, assistant middle school volleyball coach, effective immediately.

Kimberly Wetzel, regular adult patrol, effective January 17, 2014. Mrs. Wetzel will remain on the district's day-to-day substitute adult patrol list.

- b) Leaves of Absence- The Board is requested to approve the following request for leaves of absence:

Nicole Brown, grade 5 teacher at the Middle School, FMLA leave of absence for childrearing/childbearing, effective approximately February 17, 2014, to approximately May 19, 2014, but no longer than 12 weeks allowable FMLA leave.

Dr. Pamela Smith, Hanover Street Principal, request for extension of Sabbatical for Restoration of Health, for the second semester through the end of the 2013-2014 school year, June 30, 2014.

Carroll List, standing adult patrol, uncompensated medical leave of absence effective January 8, 2014 to June 6, 2014.

Richard Beamer, part-time custodian, request to extend uncompensated medical leave of absence through February 14, 2014.

Faye Krepps, high school guidance secretary, FMLA Intermittent leave for medical reasons, effective January 6, 2014 to approximately February 14, 2014. Ms. Krepps' leave will be uncompensated.

- c) Conferences/Workshops - The Board is requested to approve the following request for conferences/workshops:

Lois Dubbs	Attendance/Child Accounting Professional
Cindy Bull	Association
	March 19-20, 2014
	Hershey, PA
	\$728.24 (enclosure)

Jennifer Gomulka	Advanced Placement Training (enclosure)
Deb Smith	March 19-22, 2014
Eugene Kraus	River Grove, Illinois
Bryan Beichler	\$5,536.00 approximately (Paid through

Marie Smith	Federal Funds)
Teresa Erdman Kevin Wyrick Megan Stitt	Advanced Placement Training (enclosure) February 28-March 2, 2014 Robbinsville, New Jersey \$1,414.00 approximately (Paid through Federal Funds)
Vicki Kozdron Mary Deery	Advanced Placement Training (enclosure) March 5-8, 2014 Norwood, Massachusetts \$2,500.00 approximately (Paid through Federal Funds)

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

Administrative Employees:

Tessa Hilyard, Acting Principal at Hanover Street Elementary, effective January 27, 2014, through June 20, 2014. Mrs. Hilyard will serve as Acting Principal during the sabbatical leave of Dr. Pamela Smith. At the conclusion of Dr. Smith's leave, Mrs. Hilyard will be returned to her regular assignment as Student Achievement/ Intervention Specialist. Mrs. Hilyard will receive \$5,000.00 additionally for her duties as Acting Principal.

Catherine Houck, High School Principal, effective January 28, 2014. Rate of compensation will be \$98,000.00 prorated for the remainder of the 2013-2014 school year.

Classified Employee:

Kelly Hostetter, part-time custodian, effective January 30, 2014. Rate of compensation will be \$10.01 per hour ([enclosure](#)).

Supplemental Employee:

Connie Harness, gameworker, effective for the 2013-2014 school year. Rate of compensation will be a listed on SA-107a Athletic/Event for Payment form.

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

Teaching Assistant - part-time 5.5 hours

BOARD ACTION:

G. Standing Motions regarding Policy

- 1) Policies - The Board is requested final approval per the Policy Committee:
 - [008](#) Organizational Plan
 - [213](#) Grading of Student Progress
 - [246](#) District Wellness

BOARD ACTION:

- 2) Information Only - Regulations
 - [005-R1](#) Standing Committees
 - [006-R1](#) School Board Meeting Guide

H. Student Disciplinary Action

- 1) The Board is requested to approve the Board Expulsion Waiver for a student in violation of district policy ([enclosure](#)).

BOARD ACTION:

I. Standing Motions regarding Finance

- 1) Monthly Reports - November and December - The Board is requested to approve the following November (enclosure at planning meeting) and December (enclosures) monthly reports
 - [Investment Report](#)
 - [Board Summary](#)
 - [Tax Collector](#)
 - [Tax Collector Quarterly](#)
 - [Student Activities MS](#)
 - [Student Activities HS](#)

BOARD ACTION:

- 2) Check Registers - The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,581,619.41, Capital Reserve totaling \$526.87, and Cafeteria totaling \$35,227.65. Grand total \$1,617,373.93. ([general fund](#)) ([capital reserve](#)) ([cafeteria](#))

BOARD ACTION:

- 3) Lincoln Intermediate Unit # 12 General Operating Budget 2014-2015 - The Board is requested to approve the LIU #12 General Operating Budget for the 2014-2015 school year in the amount of \$9,949,493 (2.3% increase from prior year) with all district contributions of \$787,638 (2.1 % increase from prior year) and Hanover Public School District contribution of \$14,510.24 (\$18,729.91 for 2013-2014) ([enclosure](#))

BOARD ACTION:

- 4) York County School of Technology 2014-2015 Budget - The Board is requested to approve the York County School of Technology 2014-2015 Budget with total amount not to exceed \$26,474,817, 5.52% increase (100 students and 2 faculty member additions (\$25,089,580 for 2013-2014) with the District's costs for 2014-2015 estimated to be \$228,315, an increase of 1.49% (\$224,970 adjusted in 2013-2014) based upon 23 students including regular education, special education and transportation. ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

- 5) Local Audit Report - Smith Elliott Kearns & Company - The Board is requested to approve the independent audit report as issued by Smith Elliott Kearns and Company, CPA's for the 2012-2013 fiscal year end of June 30, 2013 as presented to the Budget and Finance Committee. ([enclosure](#)) ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

- 6) Hanover Public School District General Fund Budget Resolution Index 2014-2015 - The Board is requested to approve the Act 1 Resolution indicating intent to not exceed the 2.5% increase to millage rate for the 2014-2015 budget year. ([enclosure](#))

BOARD ACTION:

- 7) Real Estate and Per Capita Taxes Exonerations from Collection - Leroy Wentz - Tax Collector - 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, 2013 to York County for collection:
2013 Real Estate Taxes to York County 327 bills \$421,907.56 ([enclosure](#))
(prior year 213 bills \$501,435.76)
2012 Real Estate Taxes to York County 1 bill \$2,449.01 ([enclosure](#))

Per Capita/Occupational Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2013 to York Adams Tax Bureau for collection:

2013 Full Per Capita/Occupational Taxes to YATB 2,309 bills \$45,760.00
([enclosure](#))

2012 Interim Per Capita/Occupational Taxes to YATB 575 bills \$11,470.00
([enclosure](#))

Per Capita/Occupational Taxes exonerated for indicated reason:

2013 Full Per Capita/Occupational Taxes 643 bills \$12,380.00 ([enclosure](#))

2012 Interim Per Capita/Occupational Taxes 317 bills \$6,310.00 ([enclosure](#))

BOARD ACTION:

- 8) LIU Joint Purchasing Bid Award Approval - Fall Paper - The Board is requested to approve the award to W.B. Mason, Co. for 320 cases of white paper at total cost of \$7,462.40.

BOARD ACTION:

K. Public Comment

L. Adjournment

The planning meeting will be Monday, February 10, at 6 PM in the boardroom.
The next board meeting will be Monday, February 24, at 6 PM in the boardroom.