

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

Monday, November 20, 2017
6:00 P.M.

- A. Opening Business
- Call to Order
 - Pledge of Allegiance
 - Roll Call
 - Board Members: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mrs. Gulden, Mr. Henry, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Student Board Members: Helen Rosenbrien & Sarah Ginn
 - Also Present:

B. Recognition of Visitors:

C. Public Comments:

- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes for October 23, 2017.
- 10-23-17 ([enclosure](#))

BOARD ACTION:

E. Committee Reports

York County School of Technology – Henry, Representative

Recreation - Reck, Representative

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

York Adams Earned Income Tax Bureau - Gulden, Representative; Reck, 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; Henry, Reck

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

Parents' Advisory Committee - Frederick

Student Board Members' Report - Helen Rosenbrien & Sarah Ginn

F. Superintendent's Report - Dr. John Scola

- Recognition

G. Assistant to Superintendent's Report - Dr. Susan Seiple

- Comprehensive Planning

H. Personnel

1) Retirement - The Board is requested to approve the following retirement:

Classified Employee:

Ralph Hartlaub, adult patrol, effective October 27, 2017. Mr. Hartlaub is retiring with 16.5 years of service to the district.

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

Classified Employees:

Selena Bumbaugh, teaching assistant, effective October 25, 2017.

Marrisa Poole, lunchroom/playground supervisor, effective November 3, 2017.

Paul Walter, part-time custodian, effective November 3, 2017.

Substitute Employees:

Lyndall Akstull, day-to-day substitute teacher, removal of name for the 2017-2018 substitute listing, effective November 1, 2017.

Yvette Hess, day-to-day substitute teaching assistant, effective for the 2017-2018 school year.

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

Classified Employees:

Kayla Kauffman, title 1 teaching assistant, effective November 21, 2017. Rate of compensation will be \$11.15 per hour ([enclosure](#)).

Douglas Leese, part-time 4 hour custodian, effective November 27, 2017. Rate of compensation will be \$10.75 per hour ([enclosure](#)).

Jeffrey Miller, transfer from part-time 4-hour custodian to full-time custodian, effective November 21, 2017. Rate of compensation will remain the same.

Karalee Nichols, title 1 teaching assistant, effective November 21, 2017. Rate of compensation will be \$15.00 per hour ([enclosure](#)).

Morgan Peyatt, lunchroom/playground supervisor, effective November 21, 2017. Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Tammy Vito, lunchroom/playground supervisor, effective December 11, 2017. Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Substitute Employees:

Anthony Giuffrida, day-to-day substitute teachers, effective for the 2017-2018 school year. Rate of compensation will be \$100.00 per day (completed).

Supplemental Employees:

Liz Giffin, gameworker, effective for the 2017-2018 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for Payment.

Kelcee Keller, middle school winter sports cheerleading coach, effective for the 2017-2018 season. Rate of compensation will be \$451.00 (completed).

Adam Mowrer, assistant varsity wrestling coach, effective for the 2017-2018 season. Rate of compensation will be \$2,231.00 ([enclosure](#)).

- 4) Bus and Van Drivers - The Board is requested to approve the following drivers employed by Boyo Transportation:

Abbagail Green
Donald Rollins

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

Amber Diehl, grade 6 teacher, FMLA and uncompensated leave effective approximately March 28, 2017, through the end of the 2017-2018 school year.

Denise Dornbush, personal assistant, extension of leave under uncompensated medical leave, effective November 24, 2017, to approximately February 16, 2018.

Lois Gunnet, Director of Special Education, FMLA leave, effective November 21, 2017, to approximately December 8, 2017.

Jessica Harner, 5th grade teacher, FMLA effective November 15, 2017, for approximately 10 weeks but no longer than allowable 12 weeks.

Mariya Kitzmiller, full-time custodian, FMLA leave effective November 6, 2017, to approximately November 20, 2017.

Kelly McWilliams, FMLA intermittent leave effective November 15, 2017, not to exceed allowable 12 weeks of leave.

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

Justine Wetzel NASP 2018 Annual Convention
Chicago, IL
February 13-16, 2018
[\(enclosure\)](#)

- 7) Act 93 Change - The Board is requested to approve the change to Article V. and Article IX. as per the attachment ([enclosure 1](#)) ([enclosure 2](#)).

- 8) Tenure - The Board is requested to approve tenure for the following teachers effective with the end of the 2016-2017 school year:

Sara Brenneman
Shaina Castillo
Ashlyn Garland
Kari Hively
Gloria Sanders
Jessica Schlechter
Tiffany Vanik

- 9) Job Description Approval - The Board is requested to approve the following job description revision:

Assistant to the Superintendent for Curriculum, Instruction and Assessment
[\(enclosure\)](#).

BOARD ACTION:

I. Policies

- 1) The Board is requested final approval for the following policies and regulations:
- [147](#) Online Instruction
 - [808](#) Food Services
 - [808-R1](#) Food Services
 - [808-R2](#) Cafeteria Procedures regarding Student Lunch Accounts
 - [338](#) Sabbatical Leave
 - [438](#) Sabbatical Leave
 - [338.1](#) Compensated Administrative Leaves

- [438.1](#) Compensated Professional Leaves
 - [530](#) Overtime/Extra Time
 - [335](#) Family and Medical Leaves
 - [335-R1](#) The Family and Medical Leave Act
 - [435](#) Family and Medical Leaves
 - [435-R1](#) The Family and Medical Leave Act
 - [535](#) Family and Medical Leaves
 - [535-R1](#) The Family and Medical Leave Act
- 2) The Board is requested tentative approval for the following policies and regulations:
- [334](#) Sick Leave
 - [334-R1](#) Extended Illness or Injury
 - [434](#) Sick Leave
 - [434-R1](#) Extended Illness or Injury
 - [534](#) Sick Leave
 - [534-R1](#) Extended Illness or Injury
 - [339](#) Uncompensated Leaves
 - [439](#) Uncompensated Leaves
 - [539](#) Uncompensated Leaves
 - [342](#) Legal Commitments (Jury Duty/Subpoena)
 - [442](#) Legal Commitments (Jury Duty/Subpoena)
 - [542](#) Legal Commitments (Jury Duty/Subpoena)
 - [432](#) Work Schedules
 - [432-R1](#) Absences - Professional Employees (Less Than Half Day Absences)
 - [432-R2](#) Employee Absences
 - [532](#) Work Schedules
 - [532-R1](#) Procedures Pertaining to Wage/Hour Regulations
 - [532-R2](#) Employee Absences
 - [436.1](#) Association Leaves
 - [346](#) Workers' Compensation
 - [446](#) Workers' Compensation
 - [546](#) Workers' Compensation
- 3) The Board is requested tentative approval to delete the following policy:
- [541](#) Benefits for Regularly Employed Part-Time
- 4) The Board is requested approval for the following regulation:
- [204-R1](#) Truancy Law - Summary
- 5) The Board is requested approval to delete the following regulations:
- [432-R1](#) Professional Time Reports
 - [434-R1](#) Sick Leave for Professional Personnel

- [532-R2](#) Absences - Classified Employees (Less Than Half Day Absences)

BOARD ACTION:

J. Budget and Finance

- 1) Check Registers - The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,746,921.62, and Cafeteria totaling \$29,237.49. Grand total \$1,776,159.11 ([General Fund](#)) ([Cafeteria](#))

BOARD ACTION:

- 2) Monthly Reports - The Board is requested to approve the following monthly reports for October:

[Investment Report](#)
[Tax Collector Report](#)
[Tax Collector Report - Quarterly](#)
Board Summary Reports ([August](#)) ([September](#))
[Middle School Student Activity Report](#)
[High School Student Activity Report](#)

BOARD ACTION:

- 3) Debt Issuance - The Board is requested to authorize the District Administration to work with PFM Financial Advisors LLC as Financial Advisor, RBC Capital Markets LLC as Underwriter, and Stock and Leader LLP as Bond Counsel and Solicitor, in conjunction with the issuance of General Obligation Bonds, Series A and B of 2018 via a negotiated bond sale, for the purpose of providing for the new money requirements of the District, as well as for the current refunding of a portion of the District's Series of 2012 Bonds, with a total combined par amount not to exceed \$10,000,000.

BOARD ACTION:

K. Public Comment:

L. Adjournment

Board Reorganization Meeting - Monday, December 4, at 6:00 PM.

Board Meeting - Following Reorganization Meeting