

**HANOVER PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES**

Tuesday, October 25, 2005

7:00 P.M.

A. Opening Business

Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 7:00 p.m. in the boardroom of the administration building.

Pledge of Allegiance

Roll Call - Board Members present: Dr. Daniels, Mr. Edwards, Mr. Frederick, Mr. Scholles, Mrs. Sunday, Mr. Zeigler

(Ms. Angelo arrived at 7:06 p.m.)

Board Members absent: Mr. Kauffman, Mr. West

Student Board Members present: Elizabeth Sanders, Bakhtiar Shahid (Alternate)

Student Board Member absent: Ellen Scheivert

Also Present - Mr. Yingst, Dr. Dillon, Mrs. Green, Mrs. Frock, Mr. Fry, Mrs. Gunnet, Mrs. Pam Smith, Mr. Czap, Dr. Doll, Mr. Albin, Mr. Hershner, Mr. Crowl, Mrs. Krieger, Ms. McDermitt, Sarah McCleaf, York College; Ashley Brown, Hanover Middle School student; Anthony T. Smith, Ashley Andyshak, Gettysburg Times; Mark Platts, Bryce Little, Courtney Lomax, The Evening Sun; Erin Logan, Mary Woodward, Mike Baker, Chuck Stitt, Julie Miller, Jacquelyn Staub, Jeremiah Morgan, high school student; Scott Morgan, Dawn Morgan, Mrs. Sara Smith

The following from HEA: Steve Little, Stephanie Little, Curtis Roberts, Jim Blake, Eric Hartman, Barb Jarrett, Caren Evans, Andy Novosedliak, Cindy Zepp, Amy Gotwals, Erin Smith, Mary K. Little, Terry Conover, Emily Emig, Jane Ross, Barb Sanders, Bryant Foreman, Deb Rinker, Angie Frey, Kristin Hahn, Megan Stitt, Eric Toomey, Jason Weigle, Paula Frank, Karen Cataldo, Joan Appler, Cindy Johnstonbaugh, Alice Heineman, Julie Smith, Kevin Wyrick, Elaine Kennedy, Barbara Butler, Fran Stringer, Teresa Erdman, Melissa Storm, Julie Kuhn, Ralph Kuhn, Bryan Beichler, Laurie Menges, Jane Brown, Susan Miller, David Harnish, Marie Smith, JoAnn Bauer, Debra Caler, Victoria Kozdron, Elizabeth Sheaffer, Graham Campbell, Mary Deery, Gene Kraus

The following from HPESP: Diane Wagaman, Debbie Sell, Carolyn Small, Dale Small, Linda Yowaiski

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

2

B. Recognition of Visitors and Public Comment:

Public Comment: Mr. Kevin Wyrick made a statement on behalf of HEA regarding the bargaining process.

Mrs. Linda Yowaiski made a statement on behalf of HPESP in support of the bargaining process.

Recognition of National Merit Scholarship Recipient – Dr. Dillon recognized Jeremiah Morgan, high school student, as a commended student in the 2006 National Merit Scholarship Program. Dr. Dillon presented Jeremiah with a certificate of commendation.

Recognition of Other Visitors - None

C. Standing Committee Reports

Policy Committee – Sunday, Chair; Angelo, Scholles – Mrs. Sunday announced that a meeting was held on October 24, 2005 and that a policy is included in the agenda for review by the Board.

Negotiating Committee Classified – Angelo, Chief Negotiator; Edwards, Scholles, West Ms. Angelo stated that a meeting has been scheduled for November 21, 2005.

Negotiating Committee Professional – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – Mrs. Sunday reported that meetings are scheduled for October 26, 2005, November 3, 2005 and November 17, 2005.

YST - Zeigler, Representative; West (Alternate) – Mr. Zeigler gave a report which highlighted academic and business matters at YST.

Recreation - Scholles, Representative; Kauffman (Alternate) – Mr. Scholles reported that the next three meetings have been cancelled and that the meetings will resume in January, 2006.

PN Advisory - Daniels, Representative; Edwards (Alternate) – Mrs. Krieger gave an update on the current standing of each of the classes.

Meet & Discuss Professional - West, Representative; Angelo, Frederick – No report

Meet & Discuss Classified - Angelo, Representative; Daniels, Zeigler – No report

Meet & Discuss Administrative - Sunday, Representative; Kauffman, Zeigler – No report

Joint Wage Tax - Edwards, Representative; Zeigler (Alternate) – No report

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

3

Lincoln Intermediate Unit Insurance Trust - Edwards, Representative, Green, Frock (Alternate) – Mr. Edwards stated that the next meeting is scheduled for October 27, 2005.

Lincoln Intermediate Unit Board of Directors - Edwards, Representative; Sunday (Alternate) – No report

Legislative Liaison with Pennsylvania School Board Association - Angelo, Representative; Edwards (Alternate) – Ms. Angelo reported that legislation for fingerprinting school district employees passed in the House and the Senate Rules Committee and is moving forward.

Academics, Arts and Athletics – Scholles, Representative; Frederick (Alternate) – Mr. Frederick stated that the next meeting is scheduled for November 9, 2005 at 4:00 p.m.

Student Board Members Report –Scheivert, Sanders, Shahid (Alternate) – Miss Sanders updated the Board on the academic and extracurricular events at the high school.

Middle School Students Report – Brown, Daubert – Miss Brown updated the Board on the academic and extracurricular events at the middle school.

D. Legal Report: Mr. Yingst – No report

E. Consent Agenda:

Background: The following routine operational matters are presented for action by the Board of Directors. Items that require special attention may be removed from the consent agenda upon request.

Recommendation: Motion to approve items on the Consent Agenda.

1. Minutes of the September 27, 2005 board meeting.

2. Personnel Committee

Background:

a) **Employment** – Board approval for the following employment items contingent upon the receipt of all necessary employment documents:

Classified Employee(s):

Walter Baldwin, transfer from part-time custodian 7:00 a.m. to 11:00 a.m. to part-time custodian 5:00 a.m. to 9:00 a.m. effective October 4, 2005.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

4

Donald Coffman, transfer from part-time custodian second shift 3:00 p.m. to 7:00 p.m. to part-time first shift custodian 7:00 a.m. to 11:00 a.m. effective October 4, 2005.

Joann McGee, part-time custodian. Rate of compensation will be \$8.67 per hour.

Cindy Placek, part-time custodian. Rate of compensation will be \$8.67 per hour.

Supplemental Employee(s):

Josh Conover, elementary K-6 wrestling programs #1 and #2, effective for the 2005-2006 season. Rate of compensation will be \$437.00 for each position.

Christine Myers, Middle School Winter Sports Cheerleading Head Coach, effective for the 2005-2006 season. Rate of compensation will be \$424.00.

Substitute Employee(s):

Diane LaSusso, Sandra Lawrence and Ray Lawson, day-to-day substitute teachers. Rate of compensation will be \$95.00 per day.

Volunteer(s):

Scott Lankford, volunteer boys basketball assistant.

Matt McGee and Tom Weikel, volunteer wrestling assistants for the 2005-2006 season.

- b) **Conference/Workshop** – Board approval for the following conference/workshop:

David Harnish

Conference on Integrated Learning

Penn State Conference Center

November 7-9, 2005

Cost- \$744.26

- c) **Supplemental Rate Schedule Correction** – Board approval for the following change to the supplemental rate schedule:

First Down Marker – change from \$22.00 per event to \$30.00 per event.

(This change was budgeted and should have occurred at the same time the Chains position was changed, July 1, 2005.)

- d) **Leave of Absence** – Board approval for the following request for leave of absence:

Julie Sterner, request for leave of absence for childbearing/childrearing, effective December 6, 2005 to approximately February 13, 2006. Mrs. Sterner will be using paid sick leave prior to beginning leave without pay.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

5

e) Vacancies:

Assistant Superintendent
Assistant High School Principal

Adult Patrol (2 positions)
Part-time Custodian (2 positions)
Full-time Custodian Floater Custodian
Middle School Guidance Secretary

Head Junior Varsity Baseball Coach
Head Middle School Girls Basketball Coach
Head Junior Varsity Softball Coach

Middle School Newspaper Advisor
Middle School Winter Sports Cheerleading Head Coach
Elem. K-6 Wrestling Programs #1 and #2
Clearview Intramural #1
(NO BOARD ACTION WAS REQUIRED.)

Recommendation: Board approval of the Personnel Committee items is recommended.

3. Curriculum and Technology Committee

Background:

- a) **Four Block Training – Information Item** – Four Block Training K-8 was held for the second time this school year on Friday, October 7th. Two trainers returned to assist our staff with the implementation of the Four Block reading and writing program through a systematic, multi-method, multi-level instructional approach. The program focuses on ALL four essential components of a balanced literacy program: guided reading, self-selected reading, writing, and working with words. The Four Block model recognizes students as learners with varying needs and learning styles. Our trainers will be back in December to model strategies with our staff members. Friday was a great day for our staff members to also share their successes with this program with their colleagues. **(NO BOARD ACTION WAS REQUIRED.)**
- b) **Wilson Reading – Information Item** – For the second year we have offered training to our learning support staff, reading specialist, instructional support staff, gifted teacher, regular education teachers, and administrators. Last year our IEP students needed a different approach to learning reading. We now use the Wilson Reading program for IEP students and any other student that meets certain criteria. This year our Special Education subgroup made adequate yearly progress. We feel that it was because of the implementation of the Wilson Reading program last year. More staff has now been trained this year. **(NO BOARD ACTION WAS REQUIRED.)**

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

6

Recommendation: Board approval of the Curriculum and Technology Committee items is recommended.

4. Budget and Finance

Background:

a) **Financial Update – Information Item** – Mrs. Green updated the Board on several financial items including:

- i. 2004-05 Final Budget Transfers
- ii. Detailed Analysis of 2004-05
- iii. 2004-05 Special Education Reconciliation
- iv. Revenue Analysis

(NO BOARD ACTION WAS REQUIRED.)

b) **Practical Nursing Tuition Rate** – Board approval of the following tuition rates for the January 2006 Practical Nursing Class:

State Resident Students	\$6,250
Non-State Resident Students	\$8,590

There was no requested tuition increase on either tuition rate.

c) **Monthly Reports** – Board approval of the following reports for the month of September:

- Tax Collector Report
- Treasurer's Report
- Investment Report
- Budget Expenditure Report
- Revenue Budget Summary
- Cafeteria Report
- Student Activities Reports

Recommendation: Board approval of the Budget and Finance Committee items is recommended.

5. Buildings and Grounds Committee

Background:

a) **Clearview Playground Dedication** – A ceremony was held to dedicate the Clearview playground.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

7

- b) **Hanover Middle School Commons Proposal – Presentation** – Mrs. Pam Smith and Mr. Mark Williams gave a presentation on the Hanover Middle School Commons proposal. **(NO BOARD ACTION WAS REQUIRED.)**

Recommendation: Board approval of the Building and Grounds Committee items is recommended.

END OF CONSENT AGENDA

APPROVAL OF CONSENT AGENDA

Mrs. Sunday made a motion to approve the Consent Agenda with the exception that Cindy Placek's employment item be pulled from the Consent Agenda for future action. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

F. New Business

1. **Superintendent's Report: Dr. Dillon** – At Dr. Dillon's request, Mrs. Pam Smith and Dr. Wesley Doll introduced the district's new teachers for the 2005-2006 school year.
2. **Personnel**
 - f) **Retirement** – The Board was requested to approve the following retirement:

Professional Employee:

John Timcheck, middle school Science teacher, effective date will be determined by the Pennsylvania School Employees Retirement System (PSERS). Pending actual date of retirement, Mr. Timcheck is also requesting a medical leave of absence. Mr. Timcheck will be using all paid leave prior to his effective date of retirement. Mr. Timcheck will retire with approximately 31.5 years of service to the district.

BOARD ACTION:

Ms. Angelo made a motion to approve the retirement and medical leave as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

8

- g) **Resignation** – The Board was requested to approve the following resignation:

Classified Employee:

Jack Sechrist, cafeteria food truck driver, effective October 25, 2005.

BOARD ACTION:

Ms. Angelo made a motion to approve the resignation as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 7 to 0.

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

Classified Employees:

Holly Murphy and **Lisa Myers**, p.m. adult patrols. Rate of compensation will be \$8.60 per half day. Ms. Myers will also serve as substitute adult patrol in the a.m.

Beth Vaughn, temporary reassignment from third shift custodian to head custodian at the middle school, effective October 21, 2005. Rate of compensation during this reassignment will change from \$8.67 per hour to \$11.50 per hour. Ms. Vaughn is being reassigned during the medical leave of Rebecca Ruppert.

Substitute Employees:

Patricia King, day-to-day substitute teacher. Rate of compensation will be \$95.00 per day.

Tammy Stephens, extended substitute teacher for the middle school, effective October 31, 2005 to approximately December 2, 2005. Rate of compensation will be \$187.23 per day. Mrs. Stephens will be substituting during the medical leave of Mr. Timcheck.

Supplemental Employee:

Bonnie Hollabaugh, head middle school girls' basketball coach, effective for the 2005-2006 season. Rate of compensation will be \$2,365.

BOARD ACTION:

Ms. Angelo made a motion to approve the employment items as presented. Seconded by Dr. Daniels and passed on a roll call vote of 7 to 0.

- i) **Other Business** – None

3. Curriculum and Technology

- c) **Board Policy for Possession/Use of Asthma Inhalers** – At the request of the Board Policy Committee, the Board was requested to approve the tentative adoption of a new policy to address the possession/use of asthma inhalers by students. If approved, final adoption will be requested at the November 22, 2005 Board meeting.

BOARD ACTION:

Mrs. Sunday made a motion to tentatively adopt the policy as presented. Seconded by Ms. Angelo and passed on a roll call vote of 7 to 0.

- d) **Other Business** – None

4. Budget and Finance

- d) **Pennsylvania School District Liquid Asset Fund (PSDLAF)** – The Board was requested to approve the ordinance and resolution to join the PSDLAF. Investments will be made between PSDLAF and PLGIT based upon the net rate. (Both funds are fully collateralized.)

BOARD ACTION:

Mrs. Sunday made a motion to approve the ordinance and resolution as presented. Seconded by Mr. Scholles and passed on a roll call vote of 7 to 0. Mr. Yingst stated that the Board only needed to approve the resolution since the ordinance would pertain to a municipality. Mrs. Sunday amended her motion to approve the resolution as presented. Seconded by Mr. Scholles and approved by the Board.

- e) **Check Registers** – The Board was requested to approve the following check registers:

- General Fund including athletic, middle school, and senior high (see revised check)
- Building Project
- Cafeteria
- Capital Reserve

BOARD ACTION:

Mrs. Sunday made a motion to approve the check registers with the revision to the Capital Reserve Fund. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

HANOVER PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION MEETING

October 25, 2005 Minutes

10

f) **Other Business** - None

5. Buildings and Grounds

c) **Hanover Middle School Commons** – The Board was requested to approve fundraising for the Middle School Commons proposal.

BOARD ACTION:

Mr. Frederick made a motion to approve the fundraising for the Middle School Commons proposal. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

d) **Other Business** – None

ADJOURNMENT:

Mrs. Sunday announced that an Executive Session would follow adjournment to discuss personnel issues.

The meeting was adjourned at 7:29 p.m.

THE NEXT REGULARLY SCHEDULED BOARD MEETING IS NOVEMBER 22, 2005 AT 7:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.

sbs