

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

Tuesday, November 28, 2006

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: Mr. Baker, Dr. Daniels, Mr. Frederick, Mr. Kauffman, Mrs. Sunday, Mr. West, Mr. Zeigler

Board Members absent: Mr. Edwards, Mr. Scholles

Student Board Members present: Elizabeth Sanders, Lyna Tran (Alternate)

Student Board Member absent: Bakhtiar Shahid

Also Present - Mr. Yingst, Dr. Dillon, Mrs. Green, Mr. Baksa, Mrs. Frock, Mr. Fry, Mr. Lehman, Mr. Klenk, Mrs. Pam Smith, Mr. Czap, Mr. Albin, Mr. Hershner, Mr. Stahlman, Ashley Andyshak, Gettysburg Times; Debbie Sell, HPESPA; Teresa Erdman, HEA; Anastasia Rosenbrien, student; Stephanie O'Brien, parent; Annette Mummert, HPESPA; Gillian Colley, HPESPA; Susan Kirby, Steve Marroni, Evening Sun; Rebekah Cartwright, Hanover Middle School Student Council Representative; Teryl Cartwright, parent; Susan Miller, HEA; Don Wisnewski, Bob Colehouse, Barb Sanders, HEA; Joanne Hahn, HEA; Linda Yowaiski, HPESPA; John Beddia, Crabtree, Rohrbaugh & Associates; Mrs. Sara Smith

B. Recognition of Visitors and Public Comment:

Public Comment: Mrs. Erdman complimented the high school students and staff on their conduct during the recent bomb threat at the high school.

Mr. Wisnewski commented on the high school's policy for student tardiness.

Recognition of National Merit Scholarship Recipient – Mr. Lehman recognized Anastasia Rosenbrien, high school student, as a commended student in the 2007 National Merit Scholarship Program. Mr. Lehman presented Miss Rosenbrien with a certificate of commendation.

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C. Standing Committee Reports

Policy Committee – Sunday, Chair; Baker, Scholles – Mrs. Sunday stated that several policies are on the agenda for tentative adoption.

Negotiating Committee Classified – Scholles, Chief Negotiator; Baker, Edwards, West – Mr. West stated that a meeting is being scheduled.

Negotiating Committee Professional – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – No report

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

Recreation - Scholles, Representative; Kauffman (Alternate) – No report

PN Advisory - Daniels, Representative; Edwards (Alternate) – No report

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

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

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

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

Lincoln Intermediate Unit Insurance Trust - Edwards, Representative, Green, Frock (Alternate) – Mrs. Green reported that a meeting was held in early November and that funding rates were discussed.

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

Legislative Liaison with Pennsylvania School Board Association - Baker, Representative; Edwards (Alternate) – No report

Superintendent's Advisory Council (SAC) – Frederick, Representative; Scholles (Alternate) – Mr. Frederick announced that the next meeting is scheduled for December 13, 2006.

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

Middle School Students Report – Rebekah Cartwright, Jacquelyn Gourley, Brianna Bryson – Miss Cartwright updated the Board on the academic and extracurricular events at the high school.

D. Legal Report: Mr. Yingst – No report

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E. **Superintendent's Report:** Dr. Dillon

Dr. Dillon announced that Drugs 101 will be presented by the Byrnes Health Center on November 30th at the middle school.

Dr. Dillon also announced upcoming holiday concerts and events.

F. **New Business**

1. **Minutes** of the October 24, 2006 board meeting.

BOARD ACTION:

Mrs. Sunday made a motion to approve the minutes as presented. Seconded by Mr. Baker and passed on a roll call vote of 6 to 0. Mr. Kauffman abstained from voting.

2. **Buildings and Grounds**

a) **Other Business** – Mr. Frederick read the **attached** document.

Mr. John Beddia, Crabtree, Rohrbaugh & Associates, presented a draft schedule and Act 34 timeline for the building projects.

3. **Personnel**

a) **Resignations** – The Board was requested to approve the following resignations:

LPN Employees:

Kay Kovalusky, full-time LPN instructor, effective November 16, 2006.

Lisa Smith, part-time LPN instructor, effective November 16, 2006.

Tanya Taylor, full-time LPN instructor, effective November 17, 2006.

Cassandra Weber, full-time LPN instructor, effective November 16, 2006.

Classified Employee:

Sandy Hetrick, lunchroom/playground supervisor at Clearview, effective November 27, 2006.

BOARD ACTION:

Mrs. Sunday made a motion to approve the resignations as presented. Seconded by Mr. Kauffman and passed on a roll call vote of 7 to 0.

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

Professional Employees:

Jennifer Gebhart, high school language arts teacher, effective October 30, 2006. Rate of compensation will be Instructional I Step 1 prorated for the remainder for the 2006-2007 school year.

Jason Potts, high school learning support teacher, effective November 13, 2006. Rate of compensation will be Instructional I Step 1, prorated for the remainder of the 2006-2007 school year.

Classified Employee:

Darlene Wisner, part-time cafeteria worker, effective November 28, 2006. Rate of compensation will be \$8.50 per hour.

LPN Employee:

Melinda Guinard and **Jeffrey Stinnette**, part-time LPN instructors, effective immediately. Rate of compensation will be \$25.00 per hour.

Substitute Employees:

Judy Brown, extended substitute learning support teacher position, effective October 26, 2006. End date will be dependent upon return of staff from approved leave of absence. Ms. Brown is currently substituting during the leave of Mrs. Kristen Hahn. Rate of compensation will be \$197.13 per day.

Rachael Kowolski, extended/long-term substitute elementary teacher, effective date to be determined. Rate of compensation will be \$197.13 per day/Instructional I Step 1 prorated for time worked. Ms. Kowolski will be substituting during the maternity leave of Mrs. Kristy Long. Type of substitute position and payment method will be dependent upon Mrs. Long's beginning date of leave.

Richard Bunty, Carole Downing and **Laura Jones**, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

Susan Thomas, extended substitute school nurse, effective tentatively December 7, 2006 to approximately March 15, 2007. Rate of compensation will be \$197.13 per day. Ms. Thomas will be substituting during the maternity leave of Mrs. Erin Freeman.

Gameworker:

Connie Hammond, gameworker, effective for the 2006-2007 school year. Rate of compensation will be as listed on the SA-107A "Athletic Event Report for Payment" for each appropriate position.

Supplemental Employees:

Brandy Bankert, middle school winter cheerleading head coach, effective for the 2006-2007 season. Rate of compensation will be \$424.00.

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Dale Kruse, assistant boys varsity basketball coach, effective for the 2006-2007 season. Rate of compensation will be \$2,767.00.

Jason Potts, weight training advisor, effective for the remainder of the 2006-2007 school year. Rate of compensation will be \$1,449.00 prorated for the remainder of time worked in 2006-2007.

Samuel Schoonover, school security police, effective upon completion of all necessary employment paperwork and court appointment. Rate of compensation will be \$10.00 per hour.

Winter Interns:

Kyle Dillon, winter computer intern, effective December 18, 2006 to approximately January 19, 2007. Rate of compensation will be \$6.25 per hour.

Michael Scheivert, winter computer intern, effective December 27, 2006 to January 5, 2007. Rate of compensation will be \$6.25 per hour.

Volunteers:

Matt McGee, Louis Stambaugh, Tom Weikel and Brad Zeigler, wrestling volunteers

BOARD ACTION:

Mrs. Sunday made a motion to approve the employment items as presented. Seconded by Mr. West and passed on a roll call vote of 7 to 0.

- c) **Conferences/Workshops** – The Board was requested to approve the following requests for conferences/workshops:

Bj Frock	PASBO Conference
Susan Green	March 13-16, 2007
Dallas Stahlman	Pittsburgh, PA
	Cost: \$782.00 per person

Robert Pelletier	Clearfield Tip-Off Basketball Tournament
Daniel Koishal	December 1-2, 2006
	Clearfield, PA
	Cost: \$1,570.00 (includes meals, transportation and lodging for coaches and 14 players)

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Rhonda Seibel

Capital One Bowl (Varsity Cheerleaders)
December 29, 2006 –January 2, 2007
Orlando, FL
Cost: All costs to be paid by participants

BOARD ACTION:

Mrs. Sunday made a motion to approve the conferences/workshops as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- d) **Leaves of Absence** – The Board was requested to approve the following requests for leave of absence:

Mark Hershner, elementary principal, request for medical leave of absence, effective December 18, 2006 to approximate January 5, 2007. Mr. Hershner will be using paid leave during his absence.

Tessa Hilyard, elementary teacher, request for childbearing/childrearing leave, effective tentatively March 19, 2007 through the end of the 2006-2007 school year. Mrs. Hilyard will be using paid leave prior to beginning uncompensated leave.

Heather Warner-Little, middle school teacher, request for childbearing/childrearing leave of absence, effective tentatively January 8, 2007 through the end of the 2006-2007 school year. Mrs. Little will be using paid leave prior to beginning uncompensated leave.

BOARD ACTION:

Mrs. Sunday made a motion to approve the leaves of absence as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- e) **Vacancies** –
Family and Consumer Science Teacher (1/2 day)
Custodian full-time (floater)
Custodian part-time

(NO BOARD ACTION WAS REQUIRED.)

- f) **Other Business** – None

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4. Curriculum and Technology

a) **Board Policy** – At the request of the Board Policy Committee, the Board was requested to approve the tentative adoption of revisions to (this section requires 6 affirmative votes):

- Board Policy #001 Local Board Procedures (“Revised” date only)
- Board Policy #002 Authority and Powers
- Board Policy #003 Functions
- Board Policy #004 Membership
- Board Policy #004.1 Student Representation (“Revised” date only)
- Board Policy #005 Organization
- Board Policy #006 Meetings
- Board Policy #007 Distribution

and, tentative adoption of the following new policies (this section requires 5 affirmative votes):

- Board Policy #100 Strategic Plan
- Board Policy #113.2 Behavior Support Plan
- Board Policy #200 Enrollment in District
- Board Policy #207 Confidential Communications of Students
- Board Policy #235 Student Rights/Surveys
- Board Policy #236 Student Assistance Program

If approved, final adoption of the revised policies will be requested at the January Board meeting.

BOARD ACTION:

Mr. West made a motion to tentatively adopt the policies as presented. Seconded by Mrs. Sunday.

After discussion, minor edits are to be made to Board Policy #003 Functions and to Board Policy #235 Student Rights/Surveys.

Mr. West amended his motion to include the edits. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

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- b) **District Improvement Plan** – The Board was requested to approve the 2006-2008 District Improvement Plan.

BOARD ACTION:

Mr. West made a motion to approve the District Improvement Plan for 2006-2008 as presented. Seconded by Mr. Baker.

After discussion, minor edits are to be made to Step 3 in regards to funding.

Mr. West amended his motion to include the edits. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

- c) **Other Business** – None

5. Budget and Finance

- a) **Financial Update – Information Item** – Mrs. Green updated the Board on several financial items. **(NO BOARD ACTION WAS REQUIRED.)**
- b) **Dates for Budget Approval – Discussion Item** – Mrs. Green presented information concerning the new budget timeline and how board meeting dates can fit into that schedule. **(NO BOARD ACTION WAS REQUIRED.)**
- c) **Donation** – The Board was requested to approve the following donation:

Percussion Kit – Ms. Amy Despines

BOARD ACTION:

Mr. Kauffman made a motion to approve the donation as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

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d) **Monthly Reports** – The Board was requested to approve the following reports for the month of October:

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

BOARD ACTION:

Mr. Kauffman made a motion to approve the monthly reports as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

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

- General Fund including athletic, middle school, and senior high
- Building Project
- Cafeteria
- Capital Reserve

BOARD ACTION:

Mr. Kauffman made a motion to approve the check registers as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

f) **American Red Cross Exoneration** – The Board was requested to exonerate the American Red Cross property at 525 Carlisle Street, Hanover, PA from 2006-2007 property taxes (this property was deemed exempt by the County of York, effective January 1, 2007).

BOARD ACTION:

Mr. Kauffman made a motion to exonerate the American Red Cross property as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

g) **Other Business** – Mr. Kauffman, Chairman of the Tax Study Commission, thanked the Commission members for their participation. The Commission will present its report at the December 5, 2006 Board meeting.

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ADJOURNMENT:

Mrs. Sunday announced that the Board would meet in Executive Session for legal matters immediately following the Board meeting.

The meeting was adjourned at 8:12 p.m.

THE NEXT REGULARLY SCHEDULED BOARD MEETING IS DECEMBER 5, 2006 AT 6:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.