

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

**Tuesday, August 28, 2007**

**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: Mr. Baker, Dr. Daniels, Mr. Edwards, Mr. Frederick, Mr. Scholles, Mrs. Sunday, Mr. West, Mr. Zeigler, Mr. Kauffman arrived at 7:20 P.M.

Also Present - Mr. Albin, Mrs. Pam Smith, Mrs. Brown, Mr. Hershner, Mrs. Schoonover, Mr. Lehman, Mr. Czap, Mr. Krout, Mr. Wentz, Mr. Klenk, Mrs. Frock, Mr. Stahlman, Mrs. Gunnet, Mrs. Dubbs, Lindsey Didion, April Yetsko, Teresa Erdman, HEA; Art Smith, Karen Eck, Steve Marroni, The Evening Sun; Linda Yowaiski, HPESPA.

Mrs. Sunday stated that she was resigning from being Board President due to her work location and the time involved. Mr. Yingst then became the temporary Board President. He then took nominations for Board President. Mrs. Sunday made a nomination for Doug West as Board President. Mr. Scholles seconded the nomination. It passed on a roll call vote of 8-0.

Mr. West then took nominations for Vice President since he previously held that office. Mr. Zeigler made a motion to nominate Mr. Baker as the Vice President. Mr. Scholles seconded the motion. It passed on a roll call vote of 7-1. Mr. Frederick cast the negative vote.

**B. Recognition of Visitors and Public Comment:**

Public Comment:

Arthur Joseph spoke on behalf of his daughter, Melissa Joseph. Their family recently moved to Southwestern School District. She is a senior this year and would like to finish her education at Hanover. They asked for the Board's help in any way they could.

Lindsey Dideon and April Yetsko presented the Board information on Vida Charter School. This school will cover grades K-3 and include 180 students.

**C. Standing Committee Reports**

**Policy Committee** – Sunday, Chair; Baker, Scholles – No meeting, no report.

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**Negotiating Committee Classified** – Scholles, Chief Negotiator; Baker, Edwards, West – No meeting, no report.

**Negotiating Committee Professional** – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – No meeting, no report.

**YST** - Zeigler, Representative; West (Alternate) – Mr. Zeigler gave a report highlighting programs at YST. Mr. Zeigler reported that he will be submitting a Strategic Plan document in the near future to the Board.

**Recreation** - Scholles, Representative; Kauffman (Alternate) – No meeting, no report.

**PN Advisory** - Daniels, Representative; Edwards (Alternate) – No meeting, no report.

**Meet & Discuss Professional** - West, Representative; Baker, Frederick – No meeting, no report.

**Meet & Discuss Classified** - Baker, Representative; Daniels, Zeigler – No meeting, no report.

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

**Joint Wage Tax** - Edwards, Representative; Zeigler (Alternate) – No meeting, no report.

**Lincoln Intermediate Unit Insurance Trust** - Edwards, Representative, Frock (Alternate) – No meeting, no report.

**Lincoln Intermediate Unit Board of Directors** - Edwards, Representative; Sunday (Alternate) – Mr. Edwards reported that there is a new Special Education Director and New Human Resources Director at the LIU.

**Legislative Liaison with Pennsylvania School Board Association** - Baker, Representative; Edwards (Alternate) – Mr. Baker reported that there will be new delegates and agenda.

**Superintendent's Advisory Council (SAC)** – Frederick, Representative; Scholles (Alternate) – No meeting, no report.

**D. Legal Report:** Mr. Yingst -- None.

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## 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 July 24, 2007, board meeting.

### 2. Personnel Committee

Background:

a) **Retirement-** The Committee was requested to recommend Board approval for the following retirement:

**Deanna Feeser**, effective October 5, 2007. Mrs. Feeser's last working day will be August 20, 2007, and will then use paid time through October 5, 2007. Mrs. Feeser is retiring with 25 years of service to the district. Mrs. Feeser is requesting to remain on the substitute secretarial/clerical list.

b) **Resignations** – The Committee was requested to recommend Board approval for the following resignations:

**Professional Employee:**

**James McMahon**, 6<sup>th</sup> grade teacher, effective August 6, 2007.

**Classified Employee:**

**Angie Arey**, adult patrol, effective July 30, 2007. Mrs. Arey is requesting to remain on the substitute adult patrol list.

**Kathie Shaffer**, cafeteria worker, effective August 6, 2007. Mrs. Shaffer is requesting to remain on the substitute listing for cafeteria, clerical and secretarial, lunchroom/playground supervisor, and teaching and personal assistant. Rate of pay for those substitute positions will be at the appropriate substitute rate for each position.

**Cathy Wade**, cafeteria worker, effective August 7, 2007.

**Substitute Employees:**

Substitute day-to-day teachers and substitute day-to-day classified employees, effective immediately, as noted on the attached (**enclosure**).

**Supplemental Employee(s):**

**Angela Fry**, supplemental team leader for 5<sup>th</sup> grade, effective immediately. Mrs. Fry was hired for this position at the July 24, 2007, Board meeting, but has since

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declined.

**Denton Garman**, middle school track coordinator and middle school morning announcer, effective immediately. Mr. Garman was hired for these positions at the June 26, 2007, meeting but has now transferred to the high school.

**John Gilpin**, gameworker, effective August 7, 2007.

**Dale Small**, gameworker, effective August 3, 2007.

**Greg Staub**, head middle school boys basketball coach, effective August 8, 2007. Mr. Staub was hired at the June 26, 2007, meeting but has since declined the position.

- c) **Employment** – The Committee was requested to recommend Board approval for the following employment items contingent upon the receipt of all necessary employment documents:

**Professional Employees:**

**Stephanie Zortman (Vial)**, health and physical education teacher, effective with the beginning of the 2007-2008 school year. Rate of compensation will be Instructional I Step 1 of the 2007-2008 salary schedule.

**Lauren White**, elementary teacher, effective with the beginning of the 2007-2008 school year. Rate of compensation will be Instructional I Step 1 of the 2007-2008 salary schedule.

**Melinda Prestash**, middle school language arts teacher, effective November 2007. Rate of compensation will be Instructional I Step 1 of the 2007-2008 salary schedule, prorated for the remainder of the 2007-2008 school year.

**Classified Employees:**

**Elizabeth Deakin**, high school guidance secretary, effective August 20, 2007. Rate of compensation will be \$9.64 per hour.

**Deanna Markle**, teaching assistant, effective August 24, 2007. Rate of compensation will be \$9.39 per hour.

**Clair Menges**, adult patrol, effective August 21, 2007. Rate of compensation will be \$20.82 per day.

**Susan Reid**, adult patrol, effective August 21, 2007. Rate of compensation will be \$20.82 per day.

**Kimberly Wetzel**, adult patrol, effective August 21, 2007. Rate of compensation

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will be \$20.82 per day.

**Supplemental Employees:**

**Mark Ecker**, gameworker for the 2007-2008 school year. Rate of compensation will be as listed on the SA-107A "Athletic Event Report for Payment" for each appropriate position.

**Carrie Iezzi**, assistant middle school field hockey coach, effective for the 2007-2008 season. Rate of compensation will be \$1478.00.

**John Kincaid**, assistant varsity soccer coach, effective for the 2007-2008 season. Rate of compensation will be \$1928.00.

**Kevin Krupinski**, Behind the Wheel Driving Supplemental Instructor, effective August 23, 2007, to the beginning of the 2008-2009 school year. Rate of compensation will be \$150.00 per student for behind the wheel driving instructions completed after regular school hours.

**Rhonda Seibel**, assistant high school football cheerleading coach, effective for the 2007-2008 season. Rate of compensation will be \$469.00.

**Matthew Sheaffer**, Clearview Intramural # 1, effective for the 2007-2008 school year. Rate of compensation will be \$437.00.

**Steve Smith**, transfer from head ninth grade girls basketball coach to head varsity girls basketball coach. Rate of compensation will be \$4751.00.

**Supplemental Employee Team Leaders:**

Faculty members, **Eric Hartman**, **Matthew Baker**, and **Reagan Bitler**, as Team Leaders grades 5<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> respectively, for the 2007-2008 school year. Rate of compensation will be \$789.00 per person.

**Substitute Employees:**

Substitute day-to-day teachers and substitute day-to-day classified employees, effective for the 2007-2008 school year, as noted on the attached (**enclosure**).

**Annie VanDamme**, substitute cafeteria worker. Rate of compensation will be \$9.39 per hour.

- d) **Job Description Revisions-** The Committee was requested to approve the following job descriptions with revisions as noted (**enclosures**):

**Teaching Assistant**  
**Personal Assistant**

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- e) **Leave of Absence(s):** The Committee was requested to approve the following request(s) for leave of absence(s):

**Penelope Ritter**, request for medical leave of absence effective August 24, 2007, to approximately September 28, 2007. Mrs. Ritter will be using paid leave during her absence.

- f) **Non-Bargaining Unit Wage Increase 2007-2008-** The Committee was requested to approve the following increase for regular adult patrols for the 2007-2008 school year. As of July 1, 2007, adult patrols are no longer under the HPESP Collective Bargaining Unit.

**Adult Patrols -** 4.15% to the daily stipend

- g) **Change in Position Hours:** The Committee was requested to approve the following change in work hours for a cafeteria position.

**Cafeteria Worker** –9:30 am to 1:30 pm to 9:30 am to 2:00 pm.  
(This position is currently vacant.)

- h) **Vacancies:**  
Health and Physical Education Teacher  
Elementary Teacher(s) 2 full-day  
Middle School Language Arts Teacher (November 2007)  
High School Guidance Secretary  
Secretary to the Practical Nursing Coordinator  
Custodians - (2 full-time, 1 part-time)  
Adult Patrol (1 position)  
Computer Technician II

## **2. Curriculum and Technology Committee**

Background:

- a) **CLASS SIZES** – The Committee was requested to approve courses with fewer than ten students. The following are the classes to be approved: AP Chemistry (8 students), Computer Programming (7 students), Desktop Publishing (8 students), French IV (9 students), Journalism (9 students), Physics II (7 students), Spanish III (7 students), Spanish IV (8 students).

### 3. Budget and Finance

Background:

- a) **Innovation Grant** – The Committee was requested to approve a Grant from the York County Alliance for Learning in the amount of \$1,200 submitted by Bryan Beichler, Hanover High School.
- b) **Disposal of Equipment** – The Committee was requested to approve a submission of equipment for disposal and possible sale (**enclosure**).
- c) **Donation** – The Committee was requested to approve a donation of a 1989 GMC Truck from the Instrumental Music Parents Club Inc. (I.M.P.C.) as detailed in the attached letter (**enclosure**).
- d) **Monthly Reports** – Due to timing the monthly reports will be on the regular meeting agenda.

### END OF CONSENT AGENDA

### APPROVAL OF CONSENT AGENDA

Mr. West made a motion to accept the consent agenda as presented. Seconded by Mr. Frederick and passed on a roll call vote of 9-0.

### F. NEW BUSINESS

1. **Superintendent's Report:** Dr. Dillon wanted to thank the Administration and Teachers. The school year started positively. Dr. Sobel was our guest speaker for the In-service day and was very positive experience. The new computer program, Firefly, is up and running. We are getting both positive and negative feedback.

2. **Personnel Committee**

- i) **Resignations-** The Board was requested to approve the following resignations:

**Substitute Employees:**

**John Bennet** and **Bonnie Fairchild**, day-to-day substitute teacher, effective August 20, 2007.

**Supplemental Employees:**

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**Steven Dyke**, school security police officer, effective immediately.

**Dale Kruse**, assistant boys varsity basketball coach, effective immediately. Mr. Kruse was hired at the June 26, 2007, Board meeting but has since declined the position. He is requesting to remain as a volunteer assistant varsity boys' basketball coach.

**BOARD ACTION:** Mr. Scholles made a motion to approve the resignations as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 9-0.

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

**Substitute Employee:**

**Andrea Hoffman**, extended middle school science teacher, effective August 27, 2007, for approximately five weeks. Rate of compensation will be \$202.61 per day. Ms. Hoffman will be substituting during the medical leave of Mrs. Penelope Ritter.

**Susan Little**, extended middle school teacher, effective August 27, 2007, until position is filled. Mrs. Little will be substituting until the middle school position is filled. Rate of compensation will be \$202.61 per day.

**Melinda Prestash**, day-to-day substitute teacher effective August 27, 2007, until such time that she begins her full-time employment in November 2007. Rate of compensation will be \$95.00 per day.

**William Albanese, Alfred Banquer, Kimberly Brock-McKinsey, Nancy Downing, Pamela Gibboney, Debra Harte, Theresa Henry, Michael McCarty, Phillip Rogers, and Thomas Weimer**, day-to-day substitute teacher, effective immediately. Rate of compensation will be \$95.00 per day.

**Supplemental Employees:**

**Debra Caler**, junior class advisor, effective for the 2007-2008 school year. Rate of compensation will be \$1270.00.

**James Dugan**, high school drama night advisor, effective for the 2007-2008 school year. Rate of compensation will be \$1270.00.

**Denton Garman**, assistant varsity boys basketball coach, effective for the 2007-2008 school year. Rate of compensation will be at level 2 of the 2007-2008 coaching salary schedule.

**Stephanie Little**, high school newspaper advisor, effective for the 2007-2008 school year. Rate of compensation will be \$1237.00.



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**Susan Martz**, high school yearbook advisor, effective for the 2007-2008 school year. Rate of compensation will be \$1621.00.

**George O'Brien**, head ninth grade boys basketball coach, effective for the 2007-2008 school year. Rate of compensation will be at level 2 of the 2007-2008 coaching salary schedule.

**Volunteers:**

**Matt Schuhart**, volunteer varsity soccer coach, effective for the 2007-2008 school year.

**Greg Staub**, volunteer boys varsity basketball coach, effective for the 2007-2008 school year.

**Scott Gable**, volunteer assistant varsity football coach, effective upon completion of all required volunteer paperwork, for the 2007-2008 season.

**BOARD ACTION:** Mr. Scholles made a motion to approve the employment items as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 9-0.

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

**Dr. Jill Dillon**

Superintendent's Retreat

September 27-28, 2007

Shepherdstown, WV

Cost: mileage only, all other costs paid by LIU #12

**BOARD ACTION:** Mr. Scholles made a motion to approve the conference/workshop as presented. Seconded by Mr. Baker and passed on a roll call vote of 9-0.

- l) Other business - none

### 3. **Curriculum and Technology Committee**

- b) **Other business** - None

#### 4. Budget and Finance

b) **Monthly Reports** –The Board was requested to approve the following reports for the month of July (**enclosure**):

- Tax Collector Report
- Treasurer's 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. Scholles and passed on a roll call vote of 9-0.

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

- 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. Scholles and passed on a roll call vote of 9-0.

d) **Donations** – The Board was requested to approve the following donations:

1. Hydrocollator mobile heating unit from the Hanover Hospital at a value of \$600.
2. Trailer, from L&H Trucking Company, for use during the football season.

**BOARD ACTION:** Mr. Kauffman made a motion to approve the donations as presented. Seconded by Mr. Baker and passed on a roll call vote of 9-0.

e) **Other Business** - None

#### 5. Buildings and Grounds Committee

a) **Other Business** – None

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The Board recessed to executive session at 7:47 P.M. to discuss personnel and legal issues and reconvened at 8:13 P.M.

Mr. West made a motion to accept the resignation of Michael Baksa, assistant superintendent, effective August 31, 2007. Seconded by Mr. Zeigler and passed on a roll call vote of 9-0.

**ADJOURNMENT:** The meeting was adjourned at 8:14 P.M.

**THE NEXT REGULARLY SCHEDULED BOARD MEETING IS SEPTEMBER 25, 2007, AT 7:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**