

**Hanover Public School District
Board of Directors Meeting
Minutes**

Monday, April 14, 2008

Opening Business

6:00 P.M.

Call to Order – The meeting of the Hanover Public School District Board of Education was called to order at 6:04 P.M.

Pledge of Allegiance

Roll Call

Board Members: Mr. Bortner, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Student Board Members: Lyna Tran, Bakhtiar Shahid (arrived at 6:15 PM)

Also Present: Mr. Klenk, Mr. Stahlman, Mrs. Brown, Dr. Krout, Mr. Hershner, Ms. McDermitt, Mrs. Schoonover, Mrs. Smith, Mrs. Frock, Mr. Wentz, Mrs. Dubbs, Andrea Hersh, Stevie Little, Steve Little, Erin Logan, Teresa Erdman, HEA; Linda Yowaiski, HPESPA, Jim Watson, Heather Faulhefer, Evening Sun.

Recognition of Visitors and Public Comments - None

Approval of Minutes from Past Meetings

The Board was requested to approve the minutes of the Board Meetings March 24, 2008. (**enclosure**)

BOARD ACTION:

Mrs. Lingg made a motion to approve the minutes as presented. Seconded by Dr. O'Connor and passed on a vote of 8-0.

Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate) – Mr. Zeigler stated that Julia Salinas, a Hanover student, was named student of the month for March. Board Orientation will be held April 29. On May 29 there will be music presentations by the jazz band, chorus and players. During the program the guests of honor will be members of the Armed Forces and will include pictures submitted of Armed Forces. The PSBA will be meeting at York Tech on May 30.

Recreation – Lingg, Chair; Kauffman (Alternate) – There was a meeting on March 27th. They have decided not to use the Clearview playground for the summer recreation program. The Recreation Board would like to increase numbers on the Elm Avenue playground instead.

PN Advisory – Baker, Chair; A. Smith (Alternate) - None

Meet & Discuss Professional – West, Chair; O'Connor, D. Smith - None

Meet & Discuss Classified – D. Smith, Chair; Baker, O'Connor - None

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Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith – Dr. O'Connor stated that they will be meeting the first week of May regarding the Act 93 agreement.

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate) - None

Lincoln Intermediate Unit Insurance Trust – West, Representative; BJ Frock (Alternate) - None

Legislative Liaison with Pennsylvania School Board Association – Baker, Representative; A. Smith (Alternate) - None

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate) - None

Policy Committee – West, Chair; A. Smith, Baker - None

Moul Field Negotiating Committee – A. Smith, Chair; Lingg, O'Connor, West – Mr. Smith stated that they met on March 31. The lease has not been signed and nothing has been settled yet.

Student Board Member Report – Our Student Council will be meeting at Bethel Park to exchange ideas with other Student Councils.

Legal Report - None

Superintendent's Report – Dr. David Mowery

Mrs. Schoonover stated that PSSA testing for reading, math and terra nova has been completed. The students have put a tremendous amount of effort into it and have done a great job.

Mrs. Smith also stated that they have been impressed with the amount of time and effort the students have put into the PSSA testing. She thanks Mr. Kauffman for participating in the Biztown interviews held last week. When the students go to York, one of the activities they will be participating in will be building a bench they will be bringing back to the Middle School. The Civil War Encampment will be held May 2 and 3 and she asked for Board Members to volunteer and buy chicken at the chicken barbeque. April 24 will be Holocaust Remembrance.

Mrs. Frock stated that three policies are in final draft form regarding employment and will be submitted to the policy committee.

Dr. Krout stated that Washington Elementary scholarship committee has met and they have selected their recipient. He read an excerpt from a letter submitted for one of the candidates that spoke very highly of school.

Mr. Fry stated that the grant application was submitted for the classrooms of the future and they are waiting to hear the results.

Mr. Hershner has been very impressed with PSSA. He made a wager with his students and ended up in luau gear. They will be having a field day and their theme this year will be the Olympics.

Mr. Klenk felt that the Hanover community really turned out for Sheppard & Myers Field. The Athletic Budget will be included on the agenda for the next regular Board Meeting.

Dr. Mowery highlighted the Wellness Policy included in the Board packets. Dr. O'Connor appreciated the information. He felt that maybe more information should be posted on the Hanover School District website.

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School Board Member Vacancy Update (enclosure)

Three applicants submitted a letter of interest in the position. One of the applicants, Marvin Shapiro, withdrew his application. Another applicant, James Watson, has lived in Hanover almost 55 years. He worked for the School and currently has two sons attending Hanover. Andrea Hersh was the other applicant. She has two children still in the school system. Board members asked the two remaining candidates questions.

BOARD ACTION:

Mr. Bortner made a motion to table the decision until the next meeting which will be held on April 21. Dr. O'Connor seconded the motion.

DISCUSSION:

Mr. Bortner felt that he would like to think about what was said and if voted on tonight he would have to abstain. Mr. Kauffman felt that he would like to vote tonight. The Board has a lot to accomplish and he won't be at next week's meeting. Mr. Yingst checked School Law and the decision will need to be majority vote. Mr. Bortner withdrew the motion to table.

BOARD ACTION:

Mr. Kauffman made a motion to nominate Andrea Hersh to fill the vacant school board position. Seconded by Mr. Zeigler.

Dr. O'Connor made a motion to nominate James Watson to fill the vacant school board position. Seconded by Mrs. Lingg.

Dr. O'Connor made a motion to close the nominations. Seconded by Mrs. Smith.

The vote results were: Andrea Hersh – Mrs. Lingg, Mr. Kauffman, Mrs. Smith, Mr. Smith, Mr. Zeigler, Mr. West; James Watson – Dr. O'Connor; Abstained – Mr. Bortner

High School Graduation Requirements Policy (enclosure) – Karen Schoonover

Mrs. Schoonover gave an overview of changes that have been made to the curriculum at the high school which affects the graduation requirements policy, program of studies and student handbook.

DICUSSION:

Many Board Members spoke in approval of adding speech back as an elective. They felt it really helped to overcome fears. Mr. Zeigler stated that if a senior who is in school half of a day needs to show that he/she is taking courses during the time off or employment. Mrs. Lingg felt that the baby think it over program should be done much earlier than 11th or 12th grade. By that time it is way too late. Dr. O'Connor wondered if the eight credits were ever denied. Mrs. Schoonover felt that the eight credits were always available but that they might not be the ones that the student wanted due to scheduling. Dr. O'Connor had concerns about the process of curriculum development and felt the need to include the board in the development process. Dr. O'Connor verified that for '09 graduates that any science could be taken to fulfill the science credit. Dr. O'Connor questioned the reading requirement for 12th grade students who did not pass the PSSA portion in 11th grade because it may hinder them from graduating if they failed this course and whether there was curriculum developed for such a course. Dr. O'Connor inquired about social studies curriculum with World History course occurring first and the possibility of lack of support from the faculty for this rotation. Dr. O'Connor discussed environmental science and the PSSA test, which is heavily weighted to environmental science. Current Biology, Chemistry and Physics courses, along with an environmental science course, all have a component to assist in this. Dr O'Connor questioned the computer tech course change, which is an evolving course

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for '10 graduates. Dr. O'Connor discussed the switch of health from 11th grade to 12 grade. Dr. O'Connor indicated that the speech sequence might have caused a faculty member to retire and his objection to the process. Currently the speech course is in the curriculum for next year. Dr. O'Connor voiced his concern that he was not ready to vote for the curriculum policy at this time. Dr. Mowery indicated that this is an attempt to bring the policy and curriculum into agreement and that processes are being adjusted to meet these needs.

Discussion of Preliminary 2008-2009 General Fund Budget and Plan for Capital Improvements (enclosures)

DISCUSSION:

Dr. Mowery stated that in regard to the budget the Board needs to look at enrollment and student needs. Mr. Wentz gave an overview of the previous timeline. Dr. O'Connor stated that there should be 22-25 students in each elementary class. We would be able to save six teacher salaries and be able to reduce the budget by half of a million. Dr. Mowery felt that we should be planning for the future. Mrs. Smith, principal at the middle school, stated that we need to be able to address skills they have missed and it includes two lower classes. She stated that data shows the program is working. In regards to remediation it is a law. When doing Title I and soar to success they never pull students out of Language Arts, Science or Math. Dr. Mowery stated that we have a highly diverse population and we need to be able to nurture children. Dr. O'Connor felt that curriculum needs to be aligned with the PSSA test.

BOARD ACTION:

Dr. O'Connor made a motion to decrease the function 1100, object 100 and 200 accounts by \$400,000. Seconded by Mr. Bortner and did not pass on a 2-6 vote. Mr. Kauffman, Mrs. Lingg, Mr. Smith, Mrs. Smith, Mr. West, and Mr. Zeigler cast the negative votes.

DISCUSSION:

Mr. Stahlman gave an overview of projects for the next four years in regard to the capital reserve. Mr. West felt that you have to start somewhere. Mr. Wentz stated that in regard to bids there would need to be a minimum of two-months until approved.

Personnel

Retirement(s)- The Board was requested to approve the following retirements:

Stephanie Little, high school English teacher, effective June 9, 2008, the end of the 2007-2008 school year. Mrs. Little will retire with 22 years of service to the Hanover Public School District.

DISCUSSION:

Mrs. Little stated that she loves Hanover. It is blessed with many wonderful people. She will be substituting in our school district following her retirement.

BOARD ACTION:

Dr. O'Connor made a motion to accept the retirement as presented. Seconded by Mrs. Lingg and passed on a roll call of 7-1. Mrs. Lingg cast the negative vote.

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Laura Menges, middle school instructional support teacher, effective June 9, 2008, the end of the 2007-2008 school year. Mrs. Menges will retire with 15 years of service to the Hanover Public School District.

Graham Campbell, elementary teacher, effective June 9, 2008, the end of the 2007-2008 school year. Mr. Campbell will retire with 38 years of service to the Hanover Public School District.

DISCUSSION:

Mr. West stated that he served on many committees with Graham Campbell. It is very difficult to replace people like this.

BOARD ACTION:

Dr. O'Connor made a motion to accept the retirements as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

Resignation(s)- The Board was requested to approve the following resignation(s):

Student Worker:

Samuel Shorb, student worker, effective March 24, 2008.

Substitute Employee:

Debbie Brubaker, day-to-day substitute teacher, effective immediately. Mrs. Brubaker has obtained full-time employment and has requested to be removed from the substitute list.

BOARD ACTION:

Dr. O'Connor made a motion to accept the resignations as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Employment – The Board was requested to approve the following employment items contingent upon the receipt of all necessary employment documents.

Classified Employee(s):

Janet Custer, part-time cafeteria worker, effective April 15, 2008. Rate of compensation will be \$9.91 per hour. (enclosure)

Summer Reading Academy Employees:

Dates of the academy will be July 7 through July 25, 2008. Rate of compensation will be \$20.00 per hour. All costs will be paid through Title I funds.

Michele Becker – lead teacher
Jen Warnick
Alexis Folmer
Judy Brown
Laura Jones (substitute)

Sherry Lonaberger
Liz Sheaffer
Jen Strevig
Rachel Kowalski
Ellen Kohr (substitute)

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Substitute Employees:

Joseph Mahone, substitute adult patrol, effective upon completion of necessary paperwork. Rate of compensation will be \$10.84 per half day.

Supplemental Employees:

Kelly Abell, school security police, effective upon completion of court appointment. Rate of compensation will be \$10.00 per hour.

BOARD ACTION:

Dr. O'Connor made a motion to accept the employment items as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 8-0.

Leaves of Absence- The Board was requested to approve the following requests for leaves of absence.

Crystal McDermitt, cafeteria manager, request for childbearing/FMLA leave effective tentatively April 30, 2008 to approximately August 1, 2008. Ms. McDermitt will be using paid leave prior to beginning FMLA leave without pay.

Rebecca Ruppert, middle school head custodian, request for intermittent FMLA leave, effective January 23, 2008, not to exceed allowable 12 weeks of leave.

Jill Dillon, superintendent, request to extend FMLA leave, through June 27, 2008.

BOARD ACTION:

Dr. O'Connor made a motion to approve the leaves of absence as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

Memo Of Understanding-- Constructive Receipt – The Board is requested to discuss the IRS required Memorandum of Understanding in regard to Constructive Receipt. This is a new requirement which must be implemented and will affect all employees. (**enclosures**).

DISCUSSION:

Mr. Wentz stated that this is an IRS issue. He was just looking for Board feedback at this point. This eliminates choice regarding carry-over days or pay back. In regard to the balance of pay this change will be only in regard to the timing of when electing payment. This will be sent to Teresa Erdman (HEA) and Jim Yingst and then brought back to the April 28 meeting.

Curriculum and Technology

Board Policies -- The Board is requested to discuss and approve the tentative adoption of revisions to Board Policy 217 Graduation Requirements (**enclosures**) This recommendation is due to current and past changes in course selection at the high school which should be in accordance with Board policy.

(This section requires majority vote)

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DISCUSSION:

Mr. Zeigler thought that in regard to graduation exercises a phrase should be added “and/or members in good standing in the class”.

BOARD ACTION:

Dr. O’Connor made a motion to tentatively approve the policy as presented. Seconded by Mr. West and passed on a roll call vote of 7-1. Dr. O’Connor cast the negative vote.

Program of Studies -- The Board was requested to discuss the High School Program of Studies for the 2008-2009 school year. **(enclosure)** – This was discussed in detail at the beginning of the meeting.

Student Handbook – The Board was requested to discuss the High School Student Handbooks for the 2008-2009 school year. **(enclosure)** – This was discussed in detail at the beginning of the meeting.

Finance

Software -- The Board was requested to approve the CSIU software purchase of financial, payroll and human resources modules at an approximate cost of \$39,000. This was discussed at a previous meeting and the administration has collected information regarding this item.

BOARD ACTION:

Dr. O’Connor made a motion to approve the software as presented. Seconded by Mrs. Lingg and passed on a vote of 8-0.

Building and Grounds

Facility Use -- The Board was requested to approve the Borough’s use of Hanover Street and Washington Elementary Playgrounds Facility Use from June 9 through August 1, 2008. (Policy 707 Community Use of School Facilities) There is a request for fees to be waived.

DISCUSSION:

Dr. Mowery stated that according to Board policy a fee should be charged. There was some question as to whether there was a fee for outdoor use of facilities. Dr. O’Connor recommended that policy 707 be sent to the policy committee for review.

BOARD ACTION:

Dr. O’Connor made a motion to approve the facility use as presented. Seconded by Mr. Zeigler and passed on a vote of 8-0.

Old Business - None

Other Business - None

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Next meeting date:

The next meeting will be Monday, April 21, 2008, at 6:00 P.M. to discuss the Facility Improvement Plan.

The next regular Board meeting will be April 28, 2008, at 6:00 P.M. in the Boardroom.

Adjournment

The meeting was adjourned at 9:25 P.M. to executive session for personnel matters.