

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

Monday, April 28, 2008

An executive session was held beginning at 5:00 P.M. for personnel issues.

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 6:02 P.M.

Pledge of Allegiance

Roll Call

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

Member absent: Mr. Kauffman

Student Board Members: Bakhtiar Shahid; Lyna Tran arrived at 6:10 P.M.

Also Present: Mr. Albin, Mr. Hershner, Mr. Wentz, Mr. Stahlman, Mr. Klenk, Mrs. Frock, Mrs. Brown, Dr. Krout, Mrs. Schoonover, Ms. McDermitt, Dr. Doll, Mrs. Dubbs, Teresa Erdman, HEA; Mike Vaux, Linda Yowaiski, HPESPA, Dawn Henry, Heather Faulhefer, Evening Sun; Aaron Young, Gettysburg Times.

Recognition of Visitors and Public Comments

Approval of Minutes from Past Meetings

The Board was requested to approve the minutes of the Board Meetings April 14, 2008. (**enclosure**)

BOARD ACTION:

Mrs. Lingg made a motion to approve the minutes as presented. Seconded by Mr. Zeigler.

DISCUSSION:

Dr. O'Connor noted that many of his remarks were not listed regarding the policy on graduation requirements. He would like the specific questions that were asked and the answers that were given entered into the minutes. He will be submitting it in writing the points that he made that he would like noted. Dr. Mowery stated that the minutes are just a summary and not an actual transcript of everything that was said at the meeting.

BOARD ACTION:

Dr. O'Connor made a motion to table the minutes until the next meeting. Seconded by Mr. Bortner and passed on a vote of 8-0.

Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate) – Mr. Zeigler attended a meeting on Thursday. He gave an update of many programs that are happening at York School of Technology. Because he will be attending the musical program saluting the armed forces on May 29, he will need Mr. West to fill in for him at a Board meeting at York School of Technology.

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Recreation – Lingg, Chair; Kauffman (Alternate) – Mrs. Lingg stated that there was a meeting last Thursday evening. At the meeting it was noted that the basketball rims at Hanover Street need to be replaced. She would like to suggest that we might be able to open up the playground to the public during the evening.

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

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

Meet & Discuss Classified – D. Smith, Chair; Hersh, O’Connor - None

Meet & Discuss Administrative – O’Connor, Chair; Kauffman, D. Smith - None

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate) – Mr. Bortner noted that a better collection and renters ordinance was passed in Penn Township. They have created a database with the names of renters and landlords in their township.

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

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

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

Policy Committee – West, Chair; A. Smith, Lingg – There will be a meeting on May 7 beginning at 4:00 P.M. The smaller group of Board members will be meeting on May 5th beginning at 3:00 P.M.

Moul Field Negotiating Committee – A. Smith, Chair; Lingg, O’Connor, West.

Stadium Committee – Bortner – Mr. Bortner stated that the first meeting will be held on Thursday, May 1, beginning at 6:00 P.M. in the Boardroom of the Administration Building. The committee will consist of Dr. O’Connor, Mrs. Hersh, Dave Wentz, Kelli Wentz, Ken Klenk, any coaches that wish to attend, and Dallas Stahlman. He would like to invite any interested students to participate also. It was advertised as a public meeting. Someone noted there was a 2004 facilities report that might be very helpful for the meeting.

Dr. O’Connor stated that he would like to see a curriculum committee formed. It should consist of several Board members, educational administrators, and department chairpersons. A recommendation will be made as to who should be on that committee.

Student Board Member Report

The Juniors are involved in Science PSSA testing. The top five tennis players participated in counties for singles. The doubles will be held next week. They will be having a drunk driving assembly at the high school. National Honor Society induction will be held this week.

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Legal Report

There was a new packet sent regarding VIDA Charter School. They will be presenting more information the first meeting in May. The letter stated May 27 is the decision date for Hanover. The first part of the book was sent to Board members and addressed the questions that were raised by Gettysburg School District and Hanover School District when they turned down VIDA Charter School's application. In the information presented by VIDA Charter School there is a possible new location at St. Paul's Lutheran Church, York Street in Hanover. Dr. O'Connor wondered if the start-up date was still scheduled for next year. Mr. Yingst stated that it was probably not going to be able to start this fall.

Superintendent's Report – Dr. David Mowery

Mr. Smith thanked Dr. Mowery for filling in as the substitute superintendent and said that we must not lose the momentum that he has helped to start.

Mr. Klenk stated that we are competing in softball and baseball and may make it to districts. One security staff member will be on duty from 7 P.M. Friday until 7 A.M. at the Civil War Encampment. More security is scheduled from 7 A.M. until 3 P.M. on Saturday. If Board Members have any questions in regard to the athletic budget, please contact Mr. Klenk.

Mrs. Schoonover stated that there will be a National Honor Society Induction Ceremony on Thursday, May 1, beginning at 8:00 A.M. There will be 20 new members. There will be an Academic Awards Ceremony on Monday, May 5, beginning at 7:00 P.M. in the High School Auditorium.

Mr. Albin stated that Clearview participated in a Green Day. Activities for the day included eating outside, discussing the materials used to make up the building, and waste water. Also, Mr. Zeigler spoke to the school during the day and former principal, Jo Bookwalter, was in attendance.

Dr. Krout stated that he is really proud of the teachers and students at his school.

Mr. Czap spoke on behalf of the 5th grade civil war encampment which will be held this Friday and Saturday. Mr. Smith stated that he volunteered but wasn't assigned a job. Mr. Czap will see that he is given a job. He also mentioned math day which will be held at Hershey Park this month.

Mr. Hershner stated that they are doing their Speed for Read. They are doing an activity with race cards, hot rods and prizes.

Dr. Mowery appreciated all the help he was given by the Board. Also he appreciated all the open communication with the Administration. He will be glad to help in any way. He mentioned summer hours and equity across buildings which is listed on the agenda. He stated that Crabtree and Rohrbaugh have invested a lot of time already in the facility improvement plan over the years.

Superintendent's Leave of Absence

DISCUSSION:

The Board interviewed Dr. Charles Scott to fill in during Dr. Dillon's leave of absence. He was the superintendent for Upper Merion School District for 20 years and has filled in as an interim superintendent many times.

BOARD ACTION:

Mr. Bortner made a motion to approve Dr. Charles Scott as the substitute superintendent at the rate decided upon in the amount of \$700 per day until June 30, 2008. Seconded by Mr. West and passed on a roll call vote of 8-0.

DISCUSSION:

Dr. Mowery stated that he would help in any way he can in the transitioning process.

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Personnel

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

Classified Employees:

Jill Colley, teaching assistant, effective June 6, 2008, the end of the 2007-2008 school year.

Dawn Morgan, adult patrol, effective June 6, 2008, the end of the 2007-2008 school year, for personal reasons. Mrs. Morgan has requested to remain on the adult patrol substitute list for the 2008-2009 school year.

Dennis Musselman, third shift custodian, effective April 14, 2008. Mr. Musselman has obtained employment elsewhere.

Phyllis Tasto, part-time cafeteria worker, effective June 6, 2008, the end of the 2007-2008 school year, for personal reasons.

BOARD ACTION:

Dr. O'Connor made a motion to approve 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 Employees:

Michael DeGroot, cafeteria food truck driver, effective April 29, 2008. Rate of compensation will be \$9.39 per hour. **(Enclosure)**

Substitute Employees:

James Fritz, day-to-day substitute teacher, effective immediately. Rate of compensation will be \$95.00 per day.

BOARD ACTION:

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

Summer Hours -The Board discuss and take action regarding the optional summer 2008 modified work hours for 12-month staff. **(enclosures)**

BOARD ACTION:

Dr. O'Connor made a motion to approve the summer hours as presented. Seconded by Mrs. Smith and passed on a roll call vote of 7-0. Mr. Smith abstained.

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Finance

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

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

BOARD ACTION:

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

Check Registers – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts, Building Project, Cafeteria and Capital Reserve (**enclosure**)

BOARD ACTION:

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

Memo Of Understanding - Constructive Receipt – The Board was requested to adopt the IRS required Memorandum of Understanding in regard to Constructive Receipt and the Professional Contract (**enclosure**)

BOARD ACTION:

Dr. O’Connor made a motion to approve the memo of understanding as presented. Seconded by Mrs. Smith and passed on a roll call vote of 8-0.

LIU Athletic and Training/Health Supplies Bid Awards for 2008-2009 – The Board was requested to award the LIU Athletic and Training//Health Supplies bid for 2008-2009 as follows (**enclosure**):

Henry Schein, Inc.	\$ 327.37
Medco Sports Medicine	\$ 109.98
Moore Medical Corporation	\$ 142.36
Pyramid School Products, Inc.	\$ 21.66
Sportsman’s	\$ 939.72
William MacGill and Company	\$ <u>57.26</u>
Total	\$1,598.35

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BOARD ACTION:

Dr. O'Connor made a motion to approve the LIU athletic and training/health supplies bid awards for 2008-2009 as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

Custodial Supplies Bid (internal) – The Board was requested to award the bids for custodial supplies for 2008-2009 as follows (a total of 5 vendors submitted bids) (**enclosure**):

Allied Cleaning Technologies	\$ 324.60
Americhem International	\$7,875.20
Lancaster Hillyard	\$1,431.14
United Restaurant Equipment, Inc.	<u>\$ 176.03</u>
Total	\$9,806.97

BOARD ACTION:

Dr. O'Connor made a motion to approve the custodial supplies bid as presented. Seconded by Mr. West and passed on a vote of 8-0.

Music Bid (internal) – The Board was requested to award the bids for musical items for 2008-2009 as follows (a total of 2 vendors submitted bids) (**enclosure**):

Menchey Music Service, Inc.	\$3,892.45
Washington Music Sales Center, Inc.	<u>\$3,471.00</u>
Total	\$7,363.45

DISCUSSION:

Mr. Bortner felt that listed are many specialty instruments which may not be needed and that to build a band more instrument purchases are needed. Mrs. Lingg stated that these are just adding to what we already have. Mrs. Schoonover stated that these were requested by all the music teachers across the school district. The music teachers met with Mr. Wentz and Dr. Doll. Mrs. Hersh felt that we need to get special instruments at the elementary level to get them excited about playing an instrument.

BOARD ACTION:

Dr. O'Connor made a motion to approve the Music Bid as presented. Seconded by Mr. West and passed on a vote of 8-0.

Athletic Budget – The Board was presented with the Proposed Athletic Budget for the 2008-2009 school year (**enclosure**). This budget will be placed on the agenda for May 12, 2008 for Board Approval.

DISCUSSION:

Mrs. Hersh wondered about the budget regarding transportation. The cost is actually budgeted less than last year. Mr. Klenk stated that this is more actuals rather than an estimate. They have tried to save money by sending two different sports on the same bus to an event. Mr. Wentz stated that they have put the transportation out for bid. The transportation companies are waiting to bid until the last minute because of rising gas prices. Dr. O'Connor wondered if we have cut out events and invitations. Mr.

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Klenk said that we haven't except. Mr. Klenk also noted that the athletic trainer has increased the budget by \$20,500. This was paid other years but not budgeted out of the athletic budget. Mr. Bortner wondered about ticket sales. All are included but he would like to see past numbers. It was noted that we have higher revenue when the Delone football game is at home which is every other year. Dr. O'Connor wondered what percent of the ticket sales are students. He felt that if students could get in free it would help other athletes perform. Mr. Klenk felt that it would account for about \$10,000.

2008-2009 Preliminary General Fund Budget Adoption— The Board was requested to approve the 2008-2009 Preliminary General Fund Budget with total expenditures of \$25,905,574. The budget includes a millage increase of .77 mills, with .25 of those mills being designated for the capital reserve fund. The millage rate would increase to 18.49 mills (**enclosure**).

DISCUSSION:

Dr. Mowery stated that we need to have the budget for public to view. Mr. Smith stated that the increase of .25 was to be designated for building improvements.

BOARD ACTION:

Dr. O'Connor made a motion to approve the 2008-2009 preliminary general fund budget adoption as presented. Seconded by Mrs. Smith and passed on a roll call vote of 8-0.

Curriculum and Technology

Board Policies -- The Board was requested to discuss and approve the final 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.

BOARD ACTION:

Dr. O'Connor made a motion to approve the revisions to Board Policy 217 Graduation Requirements as presented. Seconded by Mr. West. Dr. O'Connor made a motion to split the question and approve 2009 by itself. Seconded by Mr. Bortner and passed on a roll call vote of 5-3. Mr. West, Mr. Zeigler and Mrs. Hersh cast the negative votes.

DISCUSSION:

Mrs. Schoonover stated that it delays the question for 2010 graduates. It would be a period of unknown for students. They should need to know if they need additional requirements in the senior year. They were aware of the need for 28 credits when they became freshmen. Dr. Mowery felt that we would be lowering our standards by decreasing the number of credits to 26. Mr. West felt that we are attempting to align everything. Dr. O'Connor stated that some students do fail and that we are blanking out a group of students. Mrs. Schoonover stated that eight credits are available to students each year. Some don't want a study hall. Mr. Bortner wondered if some students have two study halls per day. Mrs. Schoonover said that she hand schedules one per day. Mrs. Lingg felt that students who are failing only are taking what they need. Mrs. Schoonover stated that our HOPE program has really helped and that our graduation rate is improving.

BOARD ACTION:

Dr. O'Connor made a motion to approve the 2008-2009 portion of the policy. Seconded by Mr. West and passed on a roll call vote of 8-0.

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DISCUSSION:

Dr. Mowery encouraged Board members to vote yes because these items have already been implemented.

BOARD ACTION:

Dr. O'Connor made a motion to approve the 2009-2010 portion of the policy. Seconded by Mr. West and passed on a roll call vote of 6-2. Dr. O'Connor and Mrs. Lingg cast the negative votes.

Program of Studies -- The Board was requested to approve the High School Program of Studies for the 2008-2009 school year. **(enclosure)**

BOARD ACTION:

Dr. O'Connor made a motion to approve the High School Program of Studies for the 2008-2009 school year as presented. Seconded by Mr. West and passed on a vote of 8-0.

Student Handbook -- The Board was requested to approve the High School Student Handbooks for the 2008-2009 school year. **(enclosure)**

BOARD ACTION:

Dr. O'Connor made a motion to approve the High School Student Handbooks for the 2008-2009 school year as presented. Seconded by Mr. Bortner and passed on a vote of 8-0.

Building and Grounds

Facility Use -- The Board was requested to approve the Middle School facility use by the Civil War Encampment Group for May 3 to May 4. (Policy 707 Community Use of School Facilities) There is a request for fees to be waived.

DISCUSSION:

Dr. Mowery wanted to thank everyone for their support. Data will be collected on the event.

BOARD ACTION:

Dr. O'Connor made a motion to approve the Facility Use for the Civil War Encampment Group as presented. Seconded by Mrs. Lingg and passed on a vote of 8-0.

Facility Use -- The Board was requested to approve the High School facility use by the Millersville University Office of Professional Training and Education for the weeks of July 14, 21, and 28. (Policy 707 Community Use of School Facilities) There is a request for fees to be waived.

DISCUSSION:

Dr. Doll stated that Hanover teachers have the opportunity to take classes over the summer at our school. They are given the first chance to sign up. Dr. O'Connor wondered whether we are given any other benefits. Mrs. Frock stated that the teacher don't have to prepay. Millersville bills the district directly. Mr. Wentz stated that we are reimbursed for ink that is used. Mr. Zeigler wondered if it is also open to Tech teachers. After a certain date in May, Millersville opens registration up for other teachers in the area to also sign up.

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BOARD ACTION:

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

Portable Classroom Lease – The Board was requested to enter into a continuation of the Vanguard Modular Building Systems portable classroom (2) lease for Washington Elementary (**enclosure**).

BOARD ACTION:

Dr. O'Connor made a motion to approve the portable classroom lease with a two-year lease as presented. Seconded by Mrs. Lingg and passed on a vote of 8-0.

Facility Improvement Project - The Board was requested to approve the equity of programming for the Facility Improvement Project related to the elementary schools.

DISCUSSION:

Dr. Mowery stated that Hanover Street and Washington would be able to bring back educational programs that are offered at Clearview. The Administration needs a direction from the Board as to which way they want to go. Mr. Hershner stated that a computer lab is dedicated at all elementary buildings. The labs are used for Read Naturally, Success Maker, math coach, Bridge to Success, and class reports. Mr. Albin gave a description of his science lab. Science has become more important because of the Science PSSA tests. It is critical to have the lab. It is used about 70% of the day. The lab is also used by the math coach, curriculum meetings and for large groups. The Foundation for Excellence is very pro science and they have funded the science labs. It is also used by community groups like the Good News Club. Teachers may also sign out the equipment. At Clearview there is a separate room for music and art. At Hanover Street and Washington music and art share a classroom. They are required to break it down and set it up which is down time. Dr. Mowery stated that we need a direction from the Board in regard to cafeteria, fair share, and many other issues. Mr. West felt that other issues would include computer technology. Mr. Fry stated that the biggest difference is flexibility at Clearview. There is only one drop per room for computers in the classrooms at Hanover Street and Washington Elementary. There was much discussion about the equity of programming. Mr. Bortner felt that he needed more time. Dr. Mowery felt that there should be a special session dedicated to equity of programs.

BOARD ACTION:

Dr. O'Connor made a motion to approve the equity of programming for the Facility Improvement Project related to the elementary schools as presented. Seconded by Mrs. Lingg. Dr. O'Connor made a motion to withdraw his motion and table it. Seconded Mr. Bortner and passed on a vote of 6-2. Mrs. Hersh and Mr. Zeigler cast the negative votes.

Architect - The Board was requested to approve time and material for Crabtree and Rohrbaugh support for the Facility Improvement Project.

BOARD ACTION:

Dr. O'Connor made a motion to approve the time and material for Crabtree and Rohrbaugh as presented. Seconded by Mr. Zeigler and passed on a vote of 8-0.

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Old Business - None

Other Business - None

Next meeting date:

The next meeting will be Monday, May 12, 2008, at 6:00 P.M. in the Boardroom.

Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mr. West. The meeting was adjourned at 8:35 P.M.