

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

Monday, June 23, 2008

6:00 P.M.

There was an executive session held prior to the meeting to discuss personnel issues and Moul Field.

Opening Business

Call to Order – The meeting of the Hanover Public School District Board of Education was called to order at 6:00 P.M.

Pledge of Allegiance

Roll Call

Board Members: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Mr. Smith, Mrs. Smith, Mr. Zeigler

Member absent: Dr. O'Connor, Mr. West

Also Present: Mr. Klenk, Mrs. Brown, Deb Sell, Mike Vaux, Mrs. Schoonover, Julie Feeser, Mr. Stahlman, Mr. Hershner, Mr. Albin, Mr. Czap, Ms. McDermitt, Mrs. Dubbs, Mr. Wentz, Jason Potts, Stephanie Potts, Dr. Krout, Greg Mummert, Linda Yowaiski, HPESPA; Teresa Erdman, HEA; Heather Faulhefer, Evening Sun.

Recognition of Visitors and Public Comments - None

Approval of Minutes from Past Meeting

The Board was requested to approve the minutes of the Board Meeting June 9, 2008. (**enclosure**)

BOARD ACTION:

Mr. Zeigler made a motion to approve the minutes as presented. Seconded by Mrs. Lingg and passed on a vote of 7-0.

Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate) – Mr. Zeigler passed out pamphlets and flower seeds that were given out from the concert. There will be a meeting on Thursday night.

Recreation – Lingg, Chair; Kauffman (Alternate) – There will be a meeting Thursday at 7:30 P.M.

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) - None

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

Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative;

A. Smith (Alternate) – The Senate is looking to cut the basic funding from schools by 44 percent. We are to contact legislators to try to stop them from doing this.

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate) – The next meeting will be held in the fall.

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

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O'Connor – The committee is waiting for more information from the drawings from Crabtree and Rohrbaugh.

Moul Field Negotiating Committee – A. Smith, Chair; Lingg, O'Connor, West – There were no meetings. The leasing will be on a month to month basis. It was noted that the Borough cleaned up the parking lot area.

Superintendent's Report - Dr. Wesley Doll

Dr. Jill Dillon will be returning on June 30. The curriculum committee worked on the math and science curriculum. The curriculum committee is working on science in grades K-8. The math curriculum committee is looking at what we now have in place and what direction they are going to take. The administrators will be having a retreat for the next two days. They will be looking at the list of goals.

Mark Hershner reported that Hanover Street is hosting the Reading Academy which will be giving extra support for students in reading. It will begin on July 7 and will feature a tropical theme.

Tom Krout reported that the Pam Reck Memorial Garden is now complete at Washington. It is on the corner of Moul Avenue and Washington Street. The teachers worked really hard at the end of the year especially on curriculum.

Legal Report - None

Standing motions regarding personnel

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

Summer Workers:

Chris Carnes, Nathan Fuhrman and Carly Furhman, substitute summer workers, effective immediately, have requested to be removed from the substitute list.

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

Summer Employment:

Ashley Lawyer and **Ashley Ledbetter**, substitute summer workers, effective immediately. Rate of compensation will be at the appropriate hourly rate.

Substitute Employee:

Laura Mellott, substitute healthroom assistant, effective for the 2008-2009 school year. Rate of compensation will be \$13.90 per hour.

Coaching Staff and Increases for the 2008-2009 School Year - The Board is requested to approve the **enclosed** list of staff and ranges for the 2008-2009 school year with a 3% increase for those coaches below midpoint and a 1.5% increase for coaches at or above the midpoint.

Co-Curricular Staff and Increases for the 2008-2009 School Year - The Board was requested to approve the **enclosed** list of co-curricular staff and ranges for the 2008-2009 school year with a 3% increase for those coaches below midpoint and a 1.5% increase for coaches at or above the midpoint.

BOARD ACTION:

Mr. Zeigler made a motion to approve the employment items as presented. Seconded by Mr. Bortner and passed on a vote of 7-0.

Approval to Advertise- The Board was requested to grant approval to advertise for the following:

High School English/Language Arts position for the 2008-2009 school year. This professional position is vacant due to an internal transfer to an elementary level position.

Adult Patrol Positions for the 2008-2009 school year. These two classified, non-bargaining unit positions are at Clearview Elementary.

Personal Assistant. This classified position is required as designated in the student's IEP for student returning to the district at the beginning of the 2008-2009 school year.

District Web Page Manager for the 2008-2009 school year. This supplemental contract position is now vacant as the individual who completed the position during the 2007-2008 school year has declined to return for the 2008-2009 school year.

Coach/Co-Curricular Positions as noted on the enclosed coaching and co-curricular lists.

DISCUSSION:

Mrs. Smith questioned whether we would be advertising for the personal assistant position. Mrs. Frock stated that a student is returning to school district. The furloughed employee would be contacted and if the furloughed employee wishes to take the position it would not be advertised.

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BOARD ACTION:

Mrs. Smith made a motion to approve the advertisement items as presented. Seconded by Mrs. Lingg and passed on a vote of 7-0.

Supplemental/Substitute Rate Schedule- The Board was requested to approve the following corrections to the schedule:

Page 3; Medical and Health Services Rate-

Football Game (Varsity Only) – per game from \$65.00/game to \$100.00/game

DISCUSSION:

Mr. Bortner wanted to verify that we are currently paying that amount now. It was just being updated on the rate schedule. The pay was increased back in 2003-2004 but it was a clerical error and was never updated on the form.

BOARD ACTION:

Mr. Kauffman made a motion to approve the revisions to the supplemental/substitute rate schedule as presented. Seconded by Mrs. Lingg and passed on a vote of 7-0.

Tenure- The Board was requested to award tenure to the following temporary professional employees (**enclosures**):

Julie Miller
Mark Platts
Carol Hartman
Erin Logan
Jacquelyn Homan
Wilbur Stitt

DISCUSSION:

Mrs. Smith noted that the tenure letters were addressed to three different people.

BOARD ACTION:

Mrs. Lingg made a motion to approve the tenures as presented. Seconded by Mr. Zeigler and passed on a vote of 7-0.

2008-2009 Pay Non-Bargaining Unit Classified Employees – The Board were requested to approve increases for non-bargaining unit classified employees (**enclosure**):

Secretary to the Assistant Superintendent and Personnel Administrator
Payroll Clerk
Assistant Maintenance Supervisor
Adult Patrol Positions/Substitute Adult Patrol Positions

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DISCUSSION:

Mrs. Smith felt that the Board needs more information where salaries fall on the step program. She felt that it should be fair across the board in regard to the payroll clerk and secretary to the assistant superintendent and personnel administrator.

BOARD ACTION:

Mr. Zeigler made a motion to approve the 2008-2009 pay non-bargaining unit classified employees with the increases as stated. Seconded by Mrs. Lingg. Mrs. Smith made a motion to table the motion. Seconded by Mrs. Lingg and passed on a roll call vote of 6-1. Mr. Kauffman cast the negative vote.

Change to Co-Curricular Positions- The Board was requested to approve the change to the following supplemental co-curricular positions.

- High School Head Competition Cheerleading Coach (Range 2) to High School Assistant Student Council Advisor (Range 2)
- High School SADD Advisor (Range 3) to High School Service Club Advisor (Range 3)

DISCUSSION:

Mrs. Smith questioned the changes to the cheerleading coach. Mrs. Schoonover stated that there hasn't been a cheerleading coach for several years. Mrs. Smith felt that SADD was a very good club and it would be a shame to lose it. Mrs. Schoonover stated that no one had volunteered to lead the club last year. SADD could happen during the school day. The clubs have not been set yet for the fall. It could happen in September.

BOARD ACTION:

Mrs. Smith made a motion to approve the change to the supplemental co-curricular positions as presented. Seconded by Mr. Bortner and passed on a vote of 7-0.

Leave of Absence Request- The Board was requested to approve the following request for leave of absence:

Tammy Bierkamp- part-time custodian, uncompensated leave of absence for restoration of health, effective June 18, 2008, to approximately July 14, 2008.

BOARD ACTION:

Mrs. Lingg made a motion to approve the leave of absence as presented. Seconded by Mr. Zeigler and passed on a vote of 7-0.

BOARD ACTION:

Mrs. Smith made a motion to give a stipend of \$4,000 to Wesley Doll for the additional job duties he did in the absence of Jill Dillon. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

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Standing motions regarding Curriculum and Technology

Tentative Textbook Adoption – The Board was requested to approve the tentative adoption of the following textbooks (**enclosure**):

Course: Biology II – College in the High School
Text Title: **Biology**
Authors: Campbell, Reece, and Mitchell
Publisher: Benjamin Cummings
Copyright: 2005

Course: Biology II – College in the High School
Text Title: **Symbiosis, custom laboratory manual**
Authors: Benjamin Cummins
Publisher: Pearson Custom Publishing
Copyright: 2008

Course: Journalism
Text Title: **Journalism Today**
Authors: Wilson, Ferguson, Patton
Publisher: Glencoe/McGraw Hill
Copyright: 2005

DISCUSSION:

Mrs. Schoonover stated that the first two books are HACC approved textbooks. HACC is requiring that we switch to their books for the course. The sample books will arrive in 7-10 days.

BOARD ACTION:

Mrs. Lingg made a motion to tentatively approve the textbook adoptions as presented. Seconded by Mr. Zeigler and passed on a vote of 7-0.

Standing motions regarding Finance:

School Solicitor – The Board will entertain a motion regarding the school solicitor.

DISCUSSION:

Mrs. Lingg felt that the Board should go out and see who else is available. Mr. Smith pointed out that there is nothing against Jim Yingst but someone else might be able to provide outside help.

BOARD ACTION:

Mr. Kauffman made a motion to approve Jim Yingst as the school solicitor with an annual fee in the amount of \$6,750 and extra time at a cost of \$155 per hour. Seconded by Mrs. Lingg and passed on a roll call vote of 5-2. Mrs. Lingg and Mr. Smith cast the negative votes.

BOARD ACTION:

Mrs. Lingg made a motion to put out for bid. There was no second.

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Non-resident tuition rates – The Board was requested to approve the non-resident tuition rates for the 2008-2009 school year (daily rates based upon 180 days):

Elementary	\$54.12 per day	\$9,743 per year
Secondary	\$58.20 per day	\$10,477 per year

DISCUSSION:

Mr. Bortner wondered how we get the numbers. Mr. Wentz stated that they are calculated by the state and by data of fiscal year.

BOARD ACTION:

Mr. Zeigler made a motion to approve the non-resident tuition rates as presented. Seconded by Mrs. Smith and passed on a roll call vote of 7-0.

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

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

DISCUSSION:

Mr. Bortner noted that with the revenue and expenditures that revenues exceeded expenses by 2.6 million. Mr. Wentz stated that with the June 30 fiscal year end there are a number of accruals that relate to the previous year with a majority being expenses.

BOARD ACTION:

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

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:

Mr. Zeigler made a motion to approve the check registers as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

Cafeteria Budget – The Board was requested to approve the 2008-2009 cafeteria budget as presented (**enclosure**).

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DISCUSSION:

Mr. Smith stated that the district can't deny a child a lunch. Letters have gone out relative to money owed the district, but a report card cannot be held. He wondered if the balance owed is carried over to each level. Ms. McDermitt stated that the balance is rolled over to the next year.

BOARD ACTION:

Mrs. Lingg made a motion to approve the cafeteria budget as presented. Seconded by Mrs. Smith and passed on a roll call vote of 7-0.

Cafeteria Breakfast and Lunch Prices – The Board was requested to approve the following school breakfast and lunch prices for the 2008-2009 school year (**enclosures**).

Breakfast (no change)

Elementary Student	\$1.00
Middle School and High School	\$1.00
Adult	\$1.50

Lunch (.10 increase)

Elementary	\$1.85
Middle School and High School	\$2.10
Adult Lunch	\$3.00

Milk (no change) All \$0.50

BOARD ACTION:

Mr. Zeigler made a motion to approve the cafeteria breakfast and lunch prices as presented. Seconded by Mrs. Lingg and passed on a vote of 7-0.

Cafeteria Bids – The Board was requested to award the following cafeteria bids for the 2008-2009 fiscal year (2 bids were received for bakery products and 3 bids were received for milk, miscellaneous drinks, ice cream):

Bakery Products – Stroehmann Bakeries, L.C.

Milk, Miscellaneous Drinks, Ice Cream – Turkey Hill Dairy

BOARD ACTION:

Mrs. Smith made a motion to approve the cafeteria bids as presented. Seconded by Mr. Bortner and passed on a vote of 7-0.

Standing motions regarding Facilities:

Ticket Booths-Sheppard and Myers Stadium – The Board was requested to approve the donation of two ticket booths at Sheppard and Myers Stadium by Wynn Naill, including construction time and materials, per the specifications provided by the District, with the completion and delivery on site by July 18.

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DISCUSSION:

Materials are being donated. Mr. Bortner was concerned that the job might not be completed by the date. There was a question as to whether we need a permit for the demolition and buildings. Mr. Stahlman will check whether permits are needed. Mrs. Smith noted that the buildings were originally given at a cost of \$30,000. It was noted that this is not the same type of building that was originally on the plans.

BOARD ACTION:

Mrs. Lingg made a motion to approve the donation as presented. Seconded by Mr. Bortner and passed on a vote of 7-0.

- Admin tree removal

DISCUSSION:

The cost to remove the trees at the administration building is \$3,400. The price includes the deduction for the wood sale from the Canadian tree. Mrs. Lingg wondered if the trees will be replaced. Mr. Stahlman stated that he will contact a horticulturist and plant slow-growing trees in their place.

BOARD ACTION:

Mr. Zeigler made a motion to accept the cost to remove the trees at a cost of \$3,400. Seconded by Mr. Bortner and passed on a roll call vote of 7-0.

- Stadium

DISCUSSION:

It was noted that they met with the referees. The referees have agreed to be bussed back and forth for showers.

- Hanover Street Elementary

DISCUSSION:

Mr. Bortner made a motion to ask John Beddia to discuss plans at the next meeting or as soon as possible. Information that we compiled should be given to him and he should get back to us. Seconded by Mr. Zeigler and passed on a roll call vote of 7-0.

- Washington Elementary
 - Mold/Asbestos Remediation Washington

DISCUSSION:

The mold remediation is currently out for bids. The bids will be back by the next meeting.

- Renovation at Middle School
 - Middle school roof

DISCUSSION:

The prices will be coming back for the repair of the middle school roof.

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- **Moul Field Options**

Old Business

Other Business

Mrs. Smith made a motion to accept Jason Potts as the head varsity football coach. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

Mrs. Smith noted that the audio for the June 9 has not been posted to the website yet. Dave Fry will be notified.

The meeting with the Southwestern School District Board members was a very positive meeting. Items discussed included stadium, curriculum and transportation. Might be able to work together to save some money. A second meeting is planned.

High School parking lot lights – The survey has not been done by Mr. Kauffman yet. Mr. Stahlman will get the drawings to Mr. Kauffman.

Student Expulsion Return – The Board was requested to approve the return of a high school student who was temporarily expelled during the 2007-2008 school year. The student will return to Hanover for the 2008-2009 School Year (**enclosure**).

BOARD ACTION:

Mr. Bortner made a motion to table the student expulsion return. Seconded by Mr. Kauffman and passed on a vote of 7-0.

Next meeting date:

The next meeting will be Monday, July 14, 2008, at 6:00 P.M. in the Boardroom.

Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mrs. Lingg. The meeting was adjourned at 7:25 P.M.