

**HANOVER PUBLIC SCHOOL DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**

Monday, June 22, 2009

6:00 P.M.

A. Opening Business

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

Pledge of Allegiance

Roll Call

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

Board member absent: Mr. West

Also Present

Dr. Dillon, Mr. Yingst, Mr. Wentz, Dr. Doll, Mrs. Frock, Mr. Grimes, Ms. McDermitt, Mrs. Gunnet, Dr. Krout, Mr. Samuelsen, Mrs. Dubbs, Paul Holub, Jr., Teresa Erdman, HEA; Heather Faulhefer, Evening Sun; Jane Gross, Linda Yowaiski, HPESPA; Rebecca Ruppert, HPESPA.

B. Recognition of Visitors and Public Comments

Linda Yowaiski stated that HPESPA will be donating books, along with HEA, in honor of Dr. Jill Dillon's service to Hanover School District to be placed in the libraries in our school.

C. Approval of Minutes from Past Meeting

The Board was requested to approve the minutes of the Board Meetings May 26, 2009, and June 8, 2009 (**enclosures**).

BOARD ACTION:

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

D. Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate)

Mr. Zeigler highlighted some of the activities that are taking place at York School of Technology. He reported that 273 students graduated including seven students from Hanover. They are projecting an enrollment of 1580 students at the beginning of the 2009-2010 school year.

Recreation – Lingg, Chair; Kauffman (Alternate) – The next meeting will be Thursday, June 25.

PN Advisory – Hersh, Chair; A. Smith (Alternate) – Graduation will be held on July 9 beginning at 7:30 PM

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Meet & Discuss Professional – West, Chair; O'Connor, D. Smith – No Meeting/No Report

Meet & Discuss Classified – D. Smith, Chair; Hersh, O'Connor – No Meeting/No Report

Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith – No Meeting/No Report

Joint Wage Tax –Bortner, Representative; Zeigler (Alternate) – No Meeting/No Report

Lincoln Intermediate Unit Insurance Trust – West, Representative; BJ Frock (Alternate) – Dr. O'Connor wondered if the Board were to put more money into the trust whether the rates would be reduced. Mr. Wentz stated that the contribution of additional monies would help stabilize rates.

Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative; A. Smith (Alternate) – No Report

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate) – No Meeting/No Report

Policy Committee – West, Chair; A. Smith, Lingg – The last meeting was held on June 18. There are many policies to be approved on the agenda.

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O'Connor – No Report

Community Relations Committee – A. Smith, Chair; D. Smith, Kauffman, Zeigler – No Report

- E. Superintendent's Report** – Dr. Jill Dillon reported that this is her last meeting and that she has had eighteen wonderful years with the District.
- F. Legal Report** – No Report
- J. Standing motions regarding Facilities**
- 1) **New Business:**
 - a) **INFORMATIONAL ITEM – Middle School Roof Update**

Mr. Baumgardner stated that the Middle School Roof project is going well. There are two people doing the supervising and photographs are being taken. He wasn't sure of the cost of the supervising yet.

DISCUSSION:
Washington Elementary - Mr. Baumgardner presented a preliminary site plan and building plan. He met with Dr. Krout, Dr. Doll, Mr. Wentz, and Art Smith to confirm the educational programs for the building. He is proposing that the classrooms would have two per grade and three in kindergarten. There was a suggestion that larger IST and reading support rooms were needed so the plan

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shows the increased size. Dr. Krout was in agreement to have the library near the administration area. The proposed additions to the building would be 16,868 square feet. He estimated that the average cost is \$155 per square foot with a total cost of \$6.4 million for the additions. He would like to work up some final estimates with the Board's approval. He spoke with Tony Grimes regarding the heating/ventilation and air conditioning issues. He would find space in the current areas. The equipment that is proposed is noisier. Mr. Grimes will be meeting with sales personnel and bring consultants on board. Mr. Bortner wondered if the proposed system was higher in decibels. It was stated that it would be similar to the system in the high school. Teresa Erdman stated that it is a little louder maybe because it runs more often. Mrs. Hersh had a question about the entrance. Mr. Baumgardner stated that it would not be exactly like the entrance to Clearview. Mrs. Hersh wondered if the plans were shown to people who live nearby. Mr. Baumgardner stated that the plan was taken to the borough and felt that they were okay with it. Dr. O'Connor wondered about the surface designs and how we could cut costs. Mr. Baumgardner stated that now is the time to do that. He stated that additional classrooms could be added in the future in the design. One of the strategies would be to move the library to the middle and share space. Mr. Zeigler stated that if Dr. Krout was okay with the plan he would support it. There was a discussion on the driveway. It was noted that the driveway could have parking on one side to allow more visitors to come during the school day. Mr. Zeigler had a question as to whether emergency vehicles could get around the parked cars. Dr. Krout noted that the first few spaces would be for short-term use.

BOARD ACTION:

Mr. Bortner made a motion for Mr. Baumgardner to make the next step and to get prices for the drawing as presented. Seconded by Mrs. Smith and passed on a vote of 8-0.

DISCUSSION:

Curb/Sidewalk – Mr. Baumgardner stated that the prices were to be received by June 30 for the project. The Borough may be changing the scope of work for the curbing. The District may have to readvertise. The Borough manager felt that funds may not be available to complete the work on Wilson during this fiscal year.

G. Standing motions regarding personnel

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

Classified Employee:

Holly Murphy, regular adult patrol at Clearview Elementary, effective with the beginning of the 2009-2010 school year.

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Supplemental Employees:

Patricia Clouser, annual renewal for tax enumerator under a separate supplemental contract effective July 1, 2009, through June 30, 2010, whereby neither she nor the district shall make contributions to PSERS on her behalf. Nor shall any of this service time be counted towards any creditable service for retirement purposes. Contract rate shall be \$8.00 per hour not to exceed a gross total amount of \$1,750.00.

Andrew Knight, annual renewal for district web page manager under a separate supplemental contract, effective July 1, 2009 through June 30, 2010. Contract rate will be \$5,000.00.

DISCUSSION:

Dr. O'Connor felt the District should look into getting rid of the per capita taxes. He wondered if it was worth it. Mr. Wentz stated that it amounts to \$150,000 of the budget and should be added into the real estate millage rate. It is called a nuisance tax and is very difficult to keep track of the information. This could be discussed at budget discussions for the next school year.

BOARD ACTION:

Mrs. Hersh made a motion to approve the employment items as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

BOARD ACTION:

Mrs. Lingg made a motion for the Board to approve Jim Yingst as solicitor on a month to month basis for the 2009-2010 school year at an hourly rate of \$160 per hour (\$155 in the prior year). In addition the Board is requested to interview for the solicitor position. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 2) **Attendance Officers-** The Board was requested to approve the following district personnel as additional attendance officers:

Thomas Krout

Andrew Samuelsen

BOARD ACTION:

Mrs. Hersh made a motion to approve the attendance officers as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- 3) **Supplemental/Substitute Rate Schedule for 2009-2010-** The Board was requested to approve the 2009-2010 Supplemental/Substitute Rate Schedule.

BOARD ACTION:

Mr. Bortner made a motion to approve the supplemental/substitute rate schedule as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

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- 4) **Coaching Increases for the 2009-2010 School Year** – The Board was requested to recommend Board approval for no change to ranges for the 2009-2010 school year with a 3% increase for those coaches below midpoint and a 1½ % increase for coaches at or above midpoint.

BOARD ACTION:

Dr. O'Connor made a motion to approve the coaching increases for the 2009-2010 school year as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

- 5) **Co-Curricular Increases for the 2009-2010 School Year** – The Board was requested to approve no change to ranges for the 2009-2010 school year with a 3% increase for those co-curriculars below midpoint and a 1½ % increase for co-curriculars at or above midpoint.

BOARD ACTION:

Mrs. Lingg made a motion to approve the co-curricular increases for the 2009-2010 school year as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 6) **Co-Curricular Staff for the 2009-2010 School Year** - The Board was requested to approve the list of co-curricular staff for the 2009-2010 school year.

BOARD ACTION:

Mrs. Lingg made a motion to approve the co-curricular staff for the 2009-2010 school year as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 7) **Approval to Advertise** – The Board was requested to approve to advertise for the following supplemental coaching and co-curricular positions.

BOARD ACTION:

Mrs. Hersh made a motion to approve to advertise for vacant supplemental coaching and co-curricular positions as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- 8) **New Business:**

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

Administrative Employee:

Ken Klenk, Athletic Director, effective October 2, 2009. Mr. Klenk's last work day will be August 7, 2009, and then will be using paid leave through October 2, 2009.

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Substitute Employee:

Judy Brown, day-to-day substitute teacher, effective June 9, 2009.

BOARD ACTION:

Mr. Bortner made a motion to approve the resignations as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- b) **Retirement-** The Board was requested to approve the following change to retirement.

Suzanne Morela, request to change effective date of retirement from August 1, 2009, to June 5, 2009.

BOARD ACTION:

Mrs. Smith made a motion to approve the change to the retirement as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 8-0.

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

Administrative Employee:

Joel Hain, Assistant Middle School Principal, effective July 1, 2009. Rate of compensation will be \$65,975 for the 2009-2010 school year (**enclosure**).

Classified Employee:

Tina Poole, regular adult patrol, effective with the 2009-2010 school year. Rate of compensation will be the approved 2009-2010 adult patrol rate (**enclosure**).

Supplemental Employee:

Erin Logan, Middle School student council advisor, split position. Rate of compensation will be range 1 of the co-curricular salary schedule for 2009-2010.

Math Summer Enrichment:

Dates of the academy will be June 22 through 30, 2009. Rate of compensation will be \$20.00 per hour. All costs will be paid through PA-Pact funds.

Jennifer Gomulka
Lucinda Zepp
Sara McDaniel
Jen Spickler
Keri Wintrode
Jana Rohrbaugh
Stacy Luckenbaugh- volunteer

DISCUSSION:

Mrs. Smith welcomed Joel Hain to Hanover School District.

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BOARD ACTION:

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

- d) **Coaching Staff for the 2009-2010 School Year** - The Board was requested to approve the enclosed list of coaching staff for the 2009-2010 school year (**enclosure**).

BOARD ACTION:

Mrs. Lingg made a motion to approve the coaching staff for the 2009-2010 school year as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

- e) **Non-Bargaining Unit Classified Position Rate Increase**- The Board was requested to approve increases for the 2009-2010 school year for the following Non-Bargaining Unit Classified Positions (**enclosure**):

Secretary to the Personnel Administrator and Business Manager
Secretary to the Superintendent and Assistant Superintendent
Payroll Clerk
Adult Patrols

BOARD ACTION:

Mrs. Lingg made a motion to approve the non-bargaining unit classified position rate increase as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

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

Natalie Coleman
Mary McKim
Nicole Wright
Stacey Rickel
Fritz Allison
Krystal Glick

BOARD ACTION:

Mrs. Hersh made a motion to approve the tenure as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

H. Standing motions regarding Curriculum and Technology

- 1) **Final Textbook Adoption** – The Board was requested to approve the final adoption of the following textbooks:

Course: K-5 Mathematics
Text Title: Everyday Mathematics Third Edition
Authors: Max Bell, James McBride, Andy Isaacs, Amy Dillard, et al.
Publisher: Wright Group/McGraw Hill
Copyright: 2007

Course: 6-8 Mathematics
Text Titles: College Preparatory Mathematics (CPM):
Core Connections I, II, Algebra Connections
Authors: Kysh, Dietiker, Sallee, Hoey, et al.
Publisher: CPM Educational Program
Copyright: 2009/2010

Course: Grade 6 Social Studies
Text Title: Holt- People, Places, and Change: Western World
Authors: Helgren
Publisher: Holt Rinehart Winston
Copyright: 2005

DISCUSSION:

Mr. Bortner stated that he read through the math books and really liked them. Dr. O'Connor wondered if a PDE chart was filled out on each textbook as per Regulation 108. Dr. Doll stated that they were filled out. He thought that Regulation 108 should be updated.

BOARD ACTION:

Mr. Bortner made a motion to approve the final textbook adoption as presented. Seconded by Mrs. Smith and passed on a roll call vote of 8-0.

- 2) **Firefly Open Sourcing** – The Board was requested to approve the adoption of an Open Source License (Apache License 2.0) for the Firefly Student Information System.

BOARD ACTION:

Mr. Bortner made a motion to approve the Firefly Open Sourcing as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-1. Mr. Smith cast the negative vote.

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3) **Board Policies** – The Board was requested to approve the final adoption to:

- 128 Practical Nursing Program
- 203 Communicable Disease & Immunizations
- 203-R1 Admissions – Immunizations Requirements
- 209 Health Examinations
- 209-R1 Student Health
- 210 Use of Medications

DISCUSSION:

Mrs. Lingg made a suggestion that the Board pull policy 210 to see if the policy is in line with a state mandated bill regarding epi-pens.

BOARD ACTION:

Mr. Bortner made a motion to approve the final adoption of the Board Policies as presented with the exception of Board Policy 210. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

4) **New Business:**

a) **Board Policies** – The Board was requested to approve the tentative adoption to **(enclosures)**:

- 535 Family and Medical Leaves – Classified Employees
- 535-R1 The Family and Medical Leave Act
- 334 Sick Leave – Administrative Employees
- 434 Sick Leave – Professional Employees
- 534 Sick Leave – Classified Employees
- 336 Personal, Bereavement and Military Leaves – Administrative Employees
- 436 Personal, Bereavement and Military Leaves – Professional Employees
- 536 Personal, Bereavement and Military Leaves – Classified Employees
- 436.1 Association Leaves – Professional Employees

BOARD ACTION:

Mr. Zeigler made a motion to tentatively approve the board policies as presented. Seconded by Mrs. Smith and passed on a vote of 8-0.

b) **Middle School Handbook** – The Board was requested to approve the 2009-2010 Middle School Handbook **(enclosures)**:

DISCUSSION:

Dr. O'Connor had some suggestions for the Middle School Handbook. He felt that the handbook should have gone through committee first. He felt that free and reduced lunch should also note that forms are available online. He also wondered if locks for lockers are at a \$3.00 cost. Mrs. Smith stated that parents have had no problem with it in the past. Dr. O'Connor thought that in regard to sexting that the youth aid panel should be explained. Mrs. Pam Smith stated that the county sends them to the panel and they have different options. Dr. Dillon

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stated the wording for sexting came from York County District Attorney. Mr. Yingst noted the part could take pictures of themselves or others. It refers to child pornography or pornography in general. Mrs. Pam Smith stated this is word for word what York County issued. Mr. Yingst stated that we don't want to have to prove child pornography as opposed to sexting. Dr. O'Connor had a question as to the time the lobby was open for students. Also, he wondered about the reference to policy 221 in regard to student dress. He stated that he didn't have a problem with the wording in the handbook but made a suggestion that the Policy Committee look at policy 221. Mrs. Pam Smith stated that the Administration may make the call on dress. He wondered about the code of conduct in regard to theft and vandalism. Mr. Yingst stated that there are different degrees of penalty in regard to the extent of the theft or vandalism. Dr. O'Connor stated that in regard to field trips the volunteer policy should be referenced. Mr. Zeigler stated the part where the policy refers to no code of dress it means no school uniform. He felt that it is more understandable what is stated in the handbook. Mr. Smith wondered if the handbook came out in the form that was presented. Mrs. Pam Smith stated that there are smaller and larger books.

BOARD ACTION:

Mr. Zeigler made a motion to approve the middle school handbook as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

I. Standing motions regarding Finance

- 1) **Insurance** – The Board was requested to approve the Sports insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance.
 - All Sports (grades 7-12):
 - Plan AA, \$1,000,000 medical maximum
 - Total premium \$6,500 (no change from previous year with identical coverage)
 - Optional Student Accident (offered for parents to purchase)
 - Plan A Primary Benefits
 - \$1,000,000 medical maximum Includes all Interscholastic Sports except Senior High Football
 - Total premium \$88.00 24 hour coverage
 - \$22.00 school time coverage
 - \$ 8.50 dental (to be purchased with above plans)
 - (no change from previous year with identical coverage)

BOARD ACTION:

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

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2) **New Business:**

- a) **Medical Services** – The Board was requested to approve the following medical services for 2009-2010:

School Physician:

Dr. John Schwartz

BOARD ACTION:

Mrs. Smith made a motion to approve the medical services as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- b) **Transfers** – The Board was requested to approve a transfer of \$226,878 from the General Fund-Fund Balance to the Capital Reserve Fund and a transfer of \$75,000 from the General Fund-Fund Balance to the Lincoln Benefit Insurance Trust (**enclosure**).

DISCUSSION:

Mr. Wentz stated that we can transfer prior to the year end. The District can see what money is available as opposed to expenses. Dr. O'Connor wondered about the budget for the retirement rate and the money that is left over. Mr. Wentz stated the next year we can designate. We won't know the exact amount until the wages are paid. Mr. Kauffman stated that the capital reserve cannot be used for other things. Mr. Wentz stated that .25 has been designated for capital reserve from the 2008-2009 budget adoption.

BOARD ACTION:

Mrs. Lingg made a motion to approve the transfers as presented. Seconded by Mrs. Smith and passed on a roll call vote of 8-0.

- c) **2009-2010 Final General Fund Budget Adoption** – The Board was requested to approve the final adoption of the 2009-2010 General Fund Budget with total expenditures of \$26,757,349 as presented at the May 11, 2009, board meeting (**enclosure**).

BOARD ACTION:

Mrs. Smith made a motion to approve the 2009-2010 Final General Fund Budget Adoption as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 6-2. Mrs. Hersh and Mr. Bortner cast the negative votes.

- d) **2009-2010 Tax Resolution** – Final budget adoption in the amount listed above requires an increase of .20 mills in the real estate tax levy from 18.49 to 18.69 (1.08%). The Board is requested to approve the millage increase. In addition the Board is requested to approve the per capita tax (Act 679) for \$5.00, the per capita tax (Act 511) for \$5.00 and the occupation tax at \$10.00. In addition the earned income tax at .5% and real estate transfer tax at .5% (**enclosure**).

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DISCUSSION:

Mr. Kauffman wondered how that left us for next year. The maximum that taxes could be raised could be .65 mills which would produce \$650,000. The salary raises constitute \$500,000 which would cause a shortfall.

BOARD ACTION:

Mrs. Lingg made a motion to approve the 2009-2010 Tax Resolution as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 5-3. Mr. Kauffman, Mr. Bortner, and Mrs. Hersh cast the negative votes.

- e) **Homestead Exclusion Resolution** – The Board was requested to approve the receipt and disbursement of \$573,492 from the state as part of the Act 1 tax reduction. The result is a reduction on the assessment of approved homestead properties of approximately \$8,845, this equates to approximately \$165.32 in tax reduction (**enclosure**).

BOARD ACTION:

Dr. O'Connor made a motion to approve the Homestead Exclusion Resolution as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 8-0.

- f) **Installment Payments of Taxes** – The Board was requested to approve the installment payment dates of taxes as first installment due September 15, 2009, second installment due October 15, 2009, and third installment due November 16, 2009. To qualify for installment payments the first installment payment must be paid by the due date. A 10% penalty will be added to installment payments paid after October 15, 2009, and November 16, 2009.

DISCUSSION:

Mr. Wentz commented that due dates and bill dates are 15 days later than prior year because of the late June budget adoption date.

BOARD ACTION:

Mrs. Lingg made a motion to approve the installment payments of taxes as presented. Seconded by Mrs. Smith and passed on a roll call vote of 8-0.

- g) **Check Registers** – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,708,774.12, Construction totaling \$5,095.64 and Cafeteria totaling \$13,012.93. Grand total \$1,726,882.69 (**enclosure**).

BOARD ACTION:

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

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- h) **Monthly Reports** – The Board was requested to approve the following reports for the month of May (**enclosures**):
- Tax Collector Report
 - Treasurer’s Report
 - Investment Report
 - Budget Expenditure Report
 - Revenue Budget Summary
 - Cafeteria Report
 - Student Activities Report

BOARD ACTION:

Mr. Zeigler made a motion to approve the monthly reports as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- i) **Non-resident tuition rates** – The Board was requested to approve the non-resident tuition rates for the 2009-2010 school year (daily rates based upon 180 days):

Elementary	\$56.30 per day	\$10,134.00 per year
Secondary	\$61.99 per day	\$11,158.20 per year

BOARD ACTION:

Mrs. Smith made a motion to approve the non-resident tuition rates as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- j) **Athletic Bid Approval** – The Board was requested to approve the athletic bids for 2009-2010 (total of 14 vendors participated) (**enclosure**).

Bethlehem Sporting Goods	\$ 249.86
Cannon Sports	\$ 879.22
Gilman Gear	\$ 915.00
Longstreth Sporting Goods	\$ 169.60
Schutt Reconditioning	\$ 212.70
Sport Supply Group	\$ 584.59
Sportsman’s	\$2,897.52
Triple Crown Sports	\$2,059.00
XO Sports	<u>\$ 351.05</u>

Total \$8,318.54

BOARD ACTION:

Mr. Zeigler made a motion to approve the athletic bid approval as presented. Seconded by Mrs. Lingg and passed on a vote of 8-0.

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- k) **Chemical Disposal Bid (LIU Joint Purchasing)** – The Board was requested to approve the chemical disposal bid to Cycle Chem, Inc. at a cost of \$795.00 (enclosure).

DISCUSSION:

Mr. Smith wondered if this was typical every year. Mr. Wentz stated this was not done last year. He would estimate that it would be every other year or beyond.

BOARD ACTION:

Mrs. Lingg made a motion to approve the chemical disposal bid as presented. Seconded by Mrs. Hersh and passed on a vote of 8-0.

- l) **Audit Transfers** – The Board was requested to authorize the Business Manager to make necessary budgetary account transfers as part of the audit for the 2008-2009 fiscal year, with board approval at completion of the audit.

DISCUSSION:

Dr. O'Connor felt that the Board should approve when the account is run over and not get a report after the fact. Mr. Wentz stated that June 30 is the actual process by school code. We are following school code in regard to transfers. There are eight more days to spend for this fiscal year. Mr. Wentz ensured that checks and balances on spending are in place.

BOARD ACTION:

Mrs. Hersh made a motion to approve the audit transfers as presented. Seconded by Mr. Zeigler and passed on a vote of 8-0.

- m) **INFORMATIONAL ITEM -DRAFT – Capital Reserve Budget** – The Board was presented a draft of the 2009-2010 Capital Reserve Budget for discussion (enclosure).

DISCUSSION:

Mr. Wentz stated the Board should make a decision as to the items to be approved from the capital reserve budget. Tony Grimes is gathering estimates for some of the items. Dr. O'Connor stated that he thought that it is better to have preventative maintenance. Routine maintenance would come out of the maintenance budget. Mr. Wentz stated that these are larger items. Dr. O'Connor wondered if the Board should put more money into the maintenance budget since it has not increased much in the past. Mr. Wentz stated that with a balance of \$2.7 million in the capital reserve budget the Board could be a little more aggressive in spending this on needed maintenance projects. Mrs. Hersh wondered about the Middle School auditeria flooring. Mrs. Pam Smith stated that they are looking into replacing with tile. She stated that the carpet in the auditeria looks beautiful when it is cleaned but it doesn't last very long.

K. Old Business - None

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L. Other Business - None

M. Next meeting date:

The next Committee meeting will be Monday, July 13, 2009, at 6:00 P.M. in the Boardroom

The next Board meeting will be Monday, July 27, 2009, at 6:00 P.M. in the Boardroom.

N. Adjournment

Mr. Zeigler made a motion to adjourn the meeting. Seconded by Mr. Bortner. The meeting was adjourned at 7:30 P.M.