

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

**Tuesday, August 25, 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: Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West

Board Members absent: Mr. Bortner and Mr. Zeigler

Also Present: Mr. Wentz, Mrs. Frock, Mr. Grimes, Mrs. Brown, Dr. Doll, Mr. Samuelson, Mrs. Dubbs, Sara Little, HEA; Teresa Erdman, HEA; Mike Vaux, HPESPA; James Corbin, Linda Yowaiski, HPESPA; Tara Kauffman, Heather Faulhefer, Evening Sun

**B. Recognition of Visitors and Public Comments**

Mr. Smith stated that the Board held an executive session prior to the meeting to discuss legal issues.

**C. Approval of Minutes from Past Meetings**

The Board was requested to approve the minutes of the Board Meetings July 27, 2009, and August 10, 2009 (**enclosures**).

**BOARD ACTION:**

Mrs. Lingg made a motion to approve the minutes as presented. Seconded by Dr. O'Connor and passed on a vote of 7-0.

**D. Committee Reports**

York School of Technology – Zeigler, Chair; West (Alternate) – No Report

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

PN Advisory – Hersh, Chair; A. Smith (Alternate) – No Report

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

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

Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith – Dr. O'Connor would like to initiate more meetings with the committees. Even though the three contracts were settled, he proposed that they meet twice a year.

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Joint Wage Tax –Bortner, Representative; Zeigler (Alternate) – Dr. O'Connor stated that the meeting on county reorganization was delayed. The state will report how many weighted votes are allowed per county.

Lincoln Intermediate Unit Insurance Trust – Wentz; BJ Frock (Alternate) – There will be a meeting on Thursday to discuss fourth quarter insurance issues.

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

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate) – Dr. Moyer stated that he will be reorganizing this committee. The newly organized committee will be meeting in the early part of October.

Policy Committee – West, Chair; A. Smith, Lingg – The committee met on August 12. The next meeting will be September 17. There was a change made to the Alternative Education policy.

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. Moyer reported that the beginning of the school year has been a success. He is visiting all of the back to school nights at all the schools and sharing district initiatives. Principals called all new students at the schools to see if everything went well. South Western will be having a report on the summer enrichment program that we shared and the Board will try to finish the committee meetings in time to go to the meeting on September 14. There have been over 120 volunteers signed up so far.

### **F. Legal Report – No Report**

### **G. Standing motions regarding personnel**

- 1) **LBT Alternate Trustee:** The Board was requested to approve Sara Little as an alternate trustee for Elaine Kennedy for the Lincoln Benefit Trust.

#### **BOARD ACTION:**

Dr. O'Connor made a motion to approve the alternate trustee as presented. Seconded by Mr. West and passed on a roll call vote of 7-0.

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2) **New Business:**

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

**Classified Employee:**

**Joshua Wolabaugh**, computer technician I, effective August 12, 2009. Mr. Wolabaugh obtained employment elsewhere. Approval is requested to advertise for the position.

**Supplemental Employee:**

**Rachael Griffin**, assistant marching band director, effective immediately. Ms. Griffin was previously hired but has since declined the position.

**DISCUSSION:**

Dr. O'Connor stated that we want to examine every position and the Administration should come up with a document in the future as to why the position is needed. Mrs. Frock stated that we previously requested to advertise for the assistant marching band director position and the employee then declined. She wondered if we still have to ask for approval to advertise. There was discussion about the marching band not in uniform and marching.

**BOARD ACTION:**

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

**Advertising for an Assistant Marching Band Director**

**BOARD ACTION:**

Mrs. Lingg made a motion to advertise for an assistant marching band director. Seconded by Mr. West and passed on a roll call vote of 6-1. Dr. O'Connor cast the negative vote.

- b) **Leave of Absence Requests-** The Board was requested to approve the following requests for leave of absence:

**Tyke Conover**, request for a medical leave, running concurrently with a leave under the Family Medical Leave Act for a period not to exceed twelve weeks, beginning September 4, 2009.

**Michael Rang**, request for uncompensated medical leave, effective October 15, 2009, for approximately six weeks. Mr. Rang will be using paid leave prior to beginning leave without pay.

**Rebecca Ruppert**, request for a medical leave, running concurrently with a leave under the Family Medical Leave Act for a period of approximately four weeks but not to exceed twelve weeks, beginning August 17, 2009.

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**Andrew Kuhn**, request for a medical leave, running concurrently with a leave under the Family Medical Leave Act for a period of approximately two weeks but not to exceed twelve weeks, beginning September 3, 2009.

**BOARD ACTION:**

Dr. O'Connor made a motion to approve the leave of absence requests as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

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

**Professional Employees:**

**Susan Salvatti**, half-time Family and Consumer Science Teacher, effective with the beginning of the 2009-2010 school year. Rate of compensation will Instruction I Step 1 of the 2009-2010 salary schedule, prorated for half-days (**enclosure**).

**Substitute Employees:**

**Day-to-Day-Substitute Teachers**, for the 2009-2010 school year per the attached listing. Rate of compensation will be \$95.00 per day (**enclosure**).

**Day-to-Day Substitute Support Staff**, for the 2009-2010 school year per the attached listing. Rate of compensation will be as listed on approved Supplemental/Substitute Rate Schedule for the 2009-2010 school year for the appropriate position (**enclosure**).

**Joann McGee**, extended substitute head custodian effective August 17, 2009, to continue during the leave of absence of Mrs. Rebecca Ruppert. Rate of compensation during the substitute period will be \$12.75 per hour.

**Andrew Knight**, substitute computer technician I effective immediately until such time as the position is filled. Rate of compensation will be \$14.04 per hour.

**Supplemental Employees:**

**Jennifer Gomulka**, High School Student Council Advisor, effective for the 2009-2010 school year. Rate of compensation will be \$1826.00 (returning).

**Marie Smith**, senior class advisor, effective for the 2009-2010 school year. Rate of compensation will be \$1309.00 (returning).

**David Albright**, assistant varsity softball coach, effective for the 2009-2010 school year. Rate of compensation will be \$1853.00 (returning).

**Megan Bream**, head middle school field hockey coach, effective for the 2009-2010 school year. Rate of compensation will be \$2231.00 (**enclosure**).

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**Brittany Conaway**, assistant middle school field hockey coach, effective for the 2009-2010 school year. Rate of compensation will be \$1449.00 (**enclosure**).

**Rhonda Seibel**, head varsity football cheerleading coach, effective for the 2009-2010 school year. Rate of compensation will be \$1397.00 (**enclosure**).

**Doug Laugerman**, assistant middle school football coach, effective for the 2009-2010 school year. Rate of compensation will be \$1746.00 (**enclosure**).

**Erin Smith**, high school oratorical advisor effective for the 2009-2010 school year. Rate of compensation will be \$997.00 (**enclosure**).

**Elizabeth Sheaffer**, Clearview intramural #2, effective for the 2009-2010 school year. Rate of compensation will be \$ 462.00 (returning).

**Rebecca Conover**, middle school yearbook advisor (split position), effective for 2009-2010 school year. Rate of compensation will be \$655.00 (returning).

**David Albright** and **Sue McCleaf**, gameworkers, effective for the 2009-2010 school year. Rate of compensation will be as listed on the SA-107A "Athletic/Event Report for Payment" for each appropriate position (returning).

**Kevin Krupinski**, Behind the Wheel Driving Supplemental Instructor, effective August 20, 2009, to the beginning of the 2010-2011 school year. Rate of compensation will be \$150.00 per student for behind the wheel driving instruction completed after regular school hours (returning).

**BOARD ACTION:**

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

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

**Classified Employee:**

**Brian Sullivan**, full-time third shift custodian, effective date to be determined upon release of current employer. Rate of compensation will be \$10.21 per hour (**enclosure**).

**Debra Cockran**, part-time cafeteria worker, effective August 26, 2009. Rate of compensation will be \$9.67 per hour (**enclosure**).

**Supplemental Employee:**

**Ben Adams**, gameworker, effective for the 2009-2010 school year. Rate of compensation will be as listed on the SA-107A "Athletic/Event Report for Payment" for each appropriate position.

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**Substitute Employees:**

**Murphy Howard**, substitute custodian, effective upon completion of necessary paperwork. Rate of compensation will be \$9.67 per hour (**enclosure**).

**BOARD ACTION:**

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

- e) **Change in Work Hours-** The Board was requested to approve the following change to work hours:

**Jane Gross-** cafeteria worker - part-time 4 hours to 5.5 hours per day.

**BOARD ACTION:**

Mrs. Hersh made a motion to approve the change in work hours as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-0.

- f) **Legal Representation**

**BOARD ACTION:**

Dr. O'Connor made a motion for the Board for future legal matters to hire the firm of Stock and Leader, York, Pennsylvania to handle its legal matters. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

**H. Standing motions regarding Curriculum and Technology**

- 1) **Board Policies** – The Board was requested to approve the final adoption to:
- 008 Organization Plan
  - 008-R Line of Responsibility
  - 132 Alternative Education (**enclosure**)

**BOARD ACTION:**

Mr. West made a motion to approve the board policies as presented. Seconded by Dr. O'Connor and passed on a vote of 7-0.

**I. Standing motions regarding Finance**

- 1) **Practical Nursing Tuition Rates** - The Board was requested to approve the following tuition rates resulting in an increase of \$450:

	<u>State Residents</u>	<u>Non-state Residents</u>
January 2010	\$7,700	\$10,040

**BOARD ACTION:**

Mrs. Smith made a motion to approve the Practical Nursing Tuition Rates as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 7-0.

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2) **New Business:**

- a) **INFORMATIONAL ITEM** – Update on the state budget  
Mr. Wentz stated that the state has been without a budget for greater than 55 days. They are meeting sporadically and school funding is a big issue. The LIU has had to borrow \$10 million since they have no taxing authority. The additional costs from the LIU will be passed down to districts. To date the District has not received \$600,00 of scheduled receipts from the state.
- b) **Board Resolution State Budget** – The Board was requested to approve a Board Resolution in regard to the lack of a state budget (**enclosure**).

**BOARD ACTION:**

Dr. O'Connor made a motion to approve the Board Resolution State Budget as presented. Seconded by Mr. West and passed on a vote of 7-0.

- c) **Check Registers** – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,248,911.49, Construction totaling \$205,474.58, and Cafeteria totaling \$7,475.94. Grand total \$1,461,862.01 (**enclosure**).

**BOARD ACTION:**

Mrs. Hersh made a motion to approve the check registers as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-0.

- d) **Monthly Reports** – The Board was requested to approve the following reports for the month of July (**enclosures**):
- 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 Mrs. Hersh and passed on a roll call vote of 7-0.

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

**Golf Cart** (athletic trainer use for Fall Sports) – Golf Cart Services, Inc.  
**Thonet Chairs** (student commons high school) – John Hohos  
**Monetary** (upkeep courtyard next to Art room) – Charlie Bittinger (Stone Gate Square)  
**Art Work** – Matthew Gilpin (Rockband)  
**Spiral Notebooks** (250), **Pens** (23 packs), **Pencils** (4 packs) – Grace United Church of Christ, Hanover

**DISCUSSION:**

The donations were highlighted by Sara Little and Dr. Moyer.

**BOARD ACTION:**

Dr. O'Connor made a motion to approve the donations as presented. Seconded by Mrs. Smith and passed on a vote of 7-0.

**J. Standing motions regarding Facilities**

- 1) **INFORMATIONAL ITEM** – Middle School Re-Roofing Project Update  
Jim Baumgardner, architect, stated that the west wing is 99 percent complete, the middle part is 95 percent complete, and the east wing is 65 percent complete. Work will be done during the school day but the noise will be limited. The project should be completed by the end of September. Dr. O'Connor wondered about the penalty if over the date. Mr. Baumgardner stated that the rain days were not calculated yet. He would not like to see the penalty levied.
- 2) **INFORMATIONAL ITEM** – Wilson Avenue Sidewalk and Curbing Project Update  
Jim Baumgardner stated that the paving was started today. The curbing is 60 percent complete. The work on the sidewalks should be finished in two weeks. There is a standing water issue at the High School. There would be an additional cost to fix between \$2500 and \$3000.
- 3) **INFORMATIONAL ITEM** – Washington Elementary and Hanover Street Elementary Renovation Project Update  
Mr. Baumgardner stated that he is working on documents to send to PDE and should have a cost next month and also plans for Hanover Street. Dr. O'Connor stated that he would like the plans posted on the internet. Dr. Moyer stated that he spoke with Mr. Fry and Dr. Doll and we have done this in the past with other projects. The plans could be in PDF and also include a site plan.

**K. Old Business - None**

**L. Other Business - None**



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**M. Next meeting date:**

The next Committee meetings will be Monday, September 14, 2009, at 6:00 P.M. in the Boardroom

The next Board meeting will be Monday, September 28, 2009, at 6:00 P.M. in the Boardroom.

**N. Adjournment**

Dr. O'Connor made a motion to adjourn the meeting. Seconded by Mrs. Smith. The meeting was adjourned at 6:47 P.M.