

**Hanover Public School District
School Board Planning Meeting
Monday, November 9, 2009 - 6:00 P.M.**

MINUTES

I. Opening Business

- A. Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:12 P.M.
- B. Pledge of Allegiance
- C. Roll Call - Board members present:
Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Also Present:

Dr. Moyer, Mr. Wentz, Mr. Hershner, Ms. McDermitt, Mr. Samuelsen, Mrs. Dubbs, Mike Vaux, HPESPA; Kathy Spangler, PIL; Rick Engle, Heather Faulhefer, Evening Sun; Teresa Erdman, HEA.

- D. Recognition of Visitors and Public Comment:

Public Comment: Dr. Kathy Spangler recognized Mark Hershner for completing the Pennsylvania Inspired Leadership Program. She was his mentor and his formal part is successfully completed.

Dr. Moyer stated that we are restructuring our Board Operations for the first meeting of the month starting with tonight's meeting.

There was an executive session prior to the meeting to discuss legal and personnel issues.

II. Matters for Which Board Action is Required

A. Personnel

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

Supplemental Employee:

Jordan Scott, middle school winter sports cheerleading advisor, effective for the 2009-2010 school year. Rate of compensation will be \$434 (**enclosure**).

Corey Finch, assistant varsity girls basketball coach, effective for the 2009-2010 school year. Rate of compensation will be \$2,231 (**enclosure**).

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Volunteer Employee:

Sherri Miller, volunteer swimming coach, effective for the 2009-2010 school year. Approval is requested so Mrs. Miller can be listed as the official Hanover School District swimming coach.

BOARD ACTION:

Dr. O'Connor made a motion to approve the employment items as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 9-0.

2) **Leaves of Absence:**

Tessa Hilyard, 3rd grade teacher, FMLA leave of absence for childbearing/ childrearing reasons, effective approximately April 18, 2009, through the end of the 2009-2010 school year. Mrs. Hilyard will be using paid leave during her absence.

Jack Sheehan, elementary health and physical education teacher, FMLA leave of absence for medical reasons, effective November 18, 2009, to approximately January 2, 2010. Mr. Sheehan will be using paid leave during his absence.

Heather Wagaman, kindergarten teacher, FMLA leave of absence for childbearing/childrearing reasons, effective approximately March 11, 2010 to approximately April 22, 2010. Mrs. Wagaman will be using paid leave prior to beginning leave without pay.

BOARD ACTION:

Dr. O'Connor made a motion to approve the leaves of absence as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 9-0.

3) **Other Business - None**

III. Proposed November 23 Agenda Items

A. Building and Grounds

1) INFORMATIONAL ITEM – Washington Elementary and Hanover Street Elementary Renovation Project Update

DISCUSSION:

The next update will be held at the November 23 Board Meeting. Jim Baumgardner, architect, is currently working on the Plan Con documents with Dr. Moyer, Dr. Krout, and Mr. Hershner for Hanover Street and Washington Elementary Schools. They need to schedule a visit to the Department of Education to present the documents. Dr. O'Connor stated that the Board has not heard the final costs for Washington or Hanover Street. Also, under Act 34 we would need to advertise for 30 days and hold a hearing. Mr. Smith stated that they will have the information at the

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next meeting. Dr. Moyer stated that Mr. Hershner has really been involved with the process at Hanover Street. Dr. O'Connor stated that the Board approved a motion for \$4 million. He would like to have a good faith estimate soon.

- 2) INFORMATIONAL ITEM – High School Walkthrough Update

DISCUSSION:

The High School walk-through minutes were distributed through e-mail. Mr. Bortner stated that he likes the meetings on site. There was great dialog at the meeting.

BOARD ACTION:

Dr. O'Connor made a motion to approve the minutes and put them on the website. Mrs. Lingg seconded the motion and approved.

- 3) **INFORMATIONAL ITEM** – Gerry Funke (Group Hanover) – This will be given at the November 23 Board Meeting.
- 4) Other Business - None

B. Personnel

- 1) **Resignations** – The Board is requested to approve the following resignations:

Substitute Employees:

Susan Spertzel, day-to-day substitute teacher, effective immediately.

Supplemental Employee(s):

Natalie Coleman, Middle School Newspaper Advisor, shared position, effective immediately. Ms. Coleman was previously hired for this shared position but has not completed any duties and is requesting to resign.

- 2) **Employment-** The Board is requested to approve the following employment items pending completion of necessary employment paperwork:

Substitute Employees:

Linda Daughtery, Lisa Hildebrand, Mark Johnston, Ronald Jones, Stephanie Lawrence, Michael McCarty, Christine Miller, Jesse Ramsey, Kristen Santiago, Ann Shultis, Amanda Staub, Amy Susek and **Teresa Way** day-to-day substitute teachers. Rate of compensation will be \$95.00 per day.

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Stacy Dodd and **Lynda McKelvey**, substitute teaching and personal assistant and lunchroom/playground supervisor, effective upon completion of paperwork. Rate of compensation will be \$9.67 per hour.

Patricia Nace, substitute secretarial/clerical, teaching and personal assistant, and lunchroom/playground supervisor, effective October 29, 2009. Rate of compensation will be \$9.67 per hour.

Supplemental Employees:

Nicole Abbott, gameworker, effective for the 2009-2010 school year, rate of compensation will be as listed on the SA 107a "Athletic Event Report for Payment".

Melinda Prestash, Middle School Newspaper Advisor, effective for the 2009-2010 school year. Rate of compensation will be \$1027.00. Ms. Prestash previously was hired as a co-advisor in this position but will have sole responsibility.

3) Other Business – **Volunteers**

DISCUSSION:

Dr. O'Connor wondered if there has been any negative impact on the district and sports because of the volunteer policy. Mrs. Smith stated that she has seen no problems especially with the field trips they have taken. Mr. Hershner stated that most of their field trips take place at the end of the year. Parents have been helping in the classrooms at Hanover Street. To date, approximately 275 volunteers have been signed up. Dr. Moyer noted that some applications for volunteers have been rejected following background checks so they are working.

C. Curriculum and Technology

- 1) **INFORMATIONAL ITEM – In-Service Agenda & Future Training**
Dr. Moyer gave an overview of the In-Service that was held on October 12 and 13. Mr. Kauffman stated that in regard to Everyday Math they found some inconsistencies in grading. Mrs. Smith stated they will be looking at addressing this.
- 2) **Other Business – Mr. West** stated that the newly formed instructional team meeting which includes team leaders will be meeting on November 12 at 3:45 P.M.

D. Public Comments - None

IV. **Recess**

The meeting was recessed at 6:40 P.M.

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V. **Planning/Discussion** - The meeting reconvened at 6:50 P.M.

A. Budget and Finance

Mr. Wentz stated that the district money was earning .25% interest on \$7.5 million. He moved the money to earn .8%, which tripled the interest and resulted in an increase of approximately \$40,000. The investment is in a CD.

- 1) **INFORMATIONAL ITEM – Federal Stimulus Funding –** The Administration met as a group. The distribution of the funds is not finalized yet. There are many strings attached to the money. Quarterly reports must be made in regard to jobs created or lost, vendors used and whether vendor jobs were gained. There is a five-day turnaround for reports. The next report is due December 31. We will be receiving \$358,617 in IDEA funds. Some ideas were for Performance Tracker, Crisis Prevention, Choices (Career recommendations), Rocket Math for elementary students, Mobile labs, Success Maker, Cyber/Charter School. Dr. O'Connor stated that web based software has a yearly service charge as opposed to a one-time price software. He liked the idea of mobile labs. Title I will be receiving \$197,882 for Non-Public Services. We will need to share the money with Parochial schools. Suggestions for money would be mobile labs, core and staff development. The schools qualifying for Title I would be Clearview, Middle School, and Hanover Street. Mr. Zeigler wondered if charter school could also be included. Dr. O'Connor suggested Interactive white boards. We should be receiving \$6,000 for Technology. One idea is for access points for wireless. There are not many strings attached for Technology. Basic funding will be training for Learning Focused Schools and staff development. We will be bringing more information back.
- 2) **INFORMATIONAL ITEM – Joint Purchasing Board – Lincoln Intermediate Unit #12**
 - a) **Savings 2008-2009 (enclosure)**

In a yearly report that was provided it showed that we saved \$126,081.90 for the 2008-2009 school year. That is a 33 percent savings. This was accomplished because the orders were pulled together with other school districts and therefore we received better pricing. Dr. O'Connor wondered how they calculate the savings. Mr. Wentz stated that it is based on the regular price. They also time the purchases when the cost is lower. The savings are enormous.
 - b) **Electric Initiative**

We would get a better price and save a substantial amount of money. The committee would choose a supplier and save money the same as natural gas.

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- 3) INFORMATIONAL ITEM – 2010-2011 Budget: (budget packets distributed to Administration October 26, initial new items deadline December 11)
Mr. Wentz stated that these are preliminary numbers since the budget is still nine months away from being approved. He stated that so many things can happen in the meantime. The larger items are at the top.
- a) Salary Increases – They are estimated to increase by \$500,000.
 - b) Insurance Rate – Health insurance last year the increase was 11%. They are projecting this year to be 4.6%. The trend is 9%. If we can keep the rates stable, it would be a real benefit. Dr. O'Connor wondered what health care is impacted by the most. Mr. Wentz stated that wellness day helps to highlight wellness and the District pays for actual usage by our District.
 - c) Retirement Rate – They are projecting 8.4% increase.
 - d) Charter School Costs – Mr. Wentz felt that there would be a minimal impact for the 2010/2011 school year.
 - e) Impact Items Presented Last Spring as Future Considerations – The debt should remain level. Designated fund balance contains \$131,000 on the variable rate interest in case the rate spikes. We are paying .3% now.
 - f) Budget Performance 2008-2009
We saved in retirement.
Over in Charter School.
Savings in variable rate interest.
Revenue was more than budgeted.
Expenses were \$1 million less.
- 4) Other Business - 09-10 School Year
Reduction in retirement, special ed costs, maintenance salaries, variable rate interest debt all impact the reduction from 08-09 expenses.
Balanced budget – should have a surplus. Special ed numbers have dropped mostly due to graduation, however, numbers have increased a little bit this year. The adult nursing program doubled up on teachers to save dollars. Mr. Wentz felt that the overall budget picture is okay.

Mr. Smith asked that we get copies to the Board members elect.

Dr. O'Connor stated that Cyber School is effective only if monitored by parents. He wondered if we can inquire how the students are doing at Cyber School. He felt there was a lack of accountability. Dr. Moyer felt that we could survey families to see why they have gone to Cyber School and find ways to bring them back to the school. He wanted the committee to look at options for our own cyber or blended school. The start up costs would have a budget impact. He felt that we should look at all options. Next month the Board will be presented with the plan for the revenue portion. If Board members would like more information about any of the expense portion, please contact either Mr. Wentz or Dr. Moyer.

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VI. Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mrs. Smith. The meeting was adjourned at 7:35 P.M.

The next Board meeting will be Monday, November 23, 2009, at 6:00 P.M. in the Boardroom.