

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

**Monday, November 23, 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, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Board Members absent: Mr. Bortner, Mr. Kauffman

Student Board Members absent: Gabriel Rosenbrien, Alex Daubert, Abbey Rhoades (alternate)

Acting Student Board Member present: Dona Tolic

Also Present: Mrs. Brown, Mr. Wentz, Ms. Frock, Mrs. Gunnet, Mrs. Dubbs, Mr. Samuelsen, Mr. Hain, Mike Vaux, HPESPA; Sara Little, HEA; Robert Greene, Guthrie Library; Teresa Erdman, HEA; Tina Poole, Washington PTO; Heather Faulhefer, Evening Sun

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

**Public Comment:**

Mike Vaux stated that the HPESPA are conducting a T-shirt drive with the school district logo for anyone who is interested in purchasing a T-shirt.

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

The Board was requested to approve the minutes of the Board Meetings October 26, 2009, and November 9, 2009, and Committee Meetings October 12, 2009 (**enclosures**).

**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.

**D. Committee Reports**

York School of Technology – Zeigler, Chair; West (Alternate) – The last meeting was October 29. There are currently 1,529 full time students and 36 part-time students. They received their re-accreditation. The team was especially impressed with the food prepared by the students. Dr. Dave Thomas is the new director. He is currently under a temporary professional contract.

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There is a proposed sports agreement with York Country Day that will combine the two schools for soccer, tennis, baseball and field hockey.

Recreation – Lingg, Chair; Kauffman (Alternate) – No report

PN Advisory – Hersh, Chair; A. Smith (Alternate) – Mary Brown reported that the graduation will take place on January 7 with 22 students eligible for graduation. Recently one of the students in the class was taken to the hospital with chest pains and Mary recognized the assistance of District staff in helping with this situation.

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 – No report

Joint Wage Tax – Bortner, Representative; Zeigler (Alternate) – No report

Lincoln Intermediate Unit Insurance Trust – Wentz; BJ Frock (Alternate) – Mr. Wentz attended a meeting on November 5. They have completed their 30<sup>th</sup> year. Currently 20 school districts participate. The trend is a 9% increase in medical and 9% prescription.

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

Key Communicator's Network – A. Smith, Chair; O'Connor (Alternate) – No report

Policy Committee – West, Chair; A. Smith, Lingg – No report

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

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

Student Board Members - Rosenbrien, Daubert, Rhoades (alternate) – Dona Tolic reported that fall sports have ended and winter sports have started. During the fall play they received one of the largest turn-outs ever. Over 800 people attended the play. Parent/Teacher conferences will take place on Tuesday and Wednesday.

### **DISCUSSION:**

Mr. Smith stated that he would like to combine the Sheppard Myers Stadium Committee with the Building and Grounds Committee; and the Community Relations Committee with the Key Communicator's Network. Dr. O'Connor stated that according to policy all committees will end prior to re-organization except for the ones that are stated in policy.

**E. Superintendent's Report**

Dr. Moyer reported that traffic patterns at the High School have changed. He felt that the changes are more pedestrian friendly. There will now be a two-way road from Wilson Avenue. Also, speed bumps and signs were added. The district has implemented Global Connect. A test message was sent out and it seems to be a very positive move and help to improve communication. This would also be used with athletic events and practices as well. Dr. Moyer highlighted the donation for money toward a wrestling mat from McSherrystown Home. Emergency Plan Bookets are now in each classroom. This will help with safety and it also takes care of the safety audit. Veterans Day celebrations were held in all buildings and were fantastic events where local veterans attended. Students from the High School, Middle School and Washington will receive their H1N1 vaccine on December 1; and Clearview and Hanover Street students will receive theirs on December 2. Dr. Moyer recognized the four members of the Board who will be leaving. They are: Greg Zeigler (served 12 years); Doug West (served 12 years); Andrew Hersh (served 2 years); and Mark Kauffman (served 8 years) (not present at the meeting).

**F. Standing motions regarding personnel**

- 1) **Resignations** – The Board was 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.

**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.

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**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.

**BOARD ACTION:**

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

**3) New Business:**

- a) **Leaves of Absence-** The Board was requested to approve the following requests for leave of absences:

**Robert Simons**, medical leave of absence running concurrently with FMLA effective November 30, 2009, to approximately December 4, 2009.

**Lori Smith**, medical leave of absence running concurrently with FMLA effective November 24, 2009, to approximately December 7, 2009.

**Heather Warner-Little**, request to extend uncompensated childrearing leave through the end of the 2009-2010 school year. Mrs. Little was previously approved through the end of the first semester.

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

**Stephen Little**, high school social studies teacher, retirement effective January 15, 2010 (pending snow days). Mr. Little will retire with 41.5 years of service to the district. Mr. Little has requested to remain on the day-to-day substitute teacher list for the remainder of the 2009-2010 school year.

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

**Classified Employees:**

**Scott Kessler**, computer technician, effective date to be determined. Rate of compensation will be \$16.98 (**enclosure**).

**Supplemental Employee:**

**Kenneth Harget**, head junior high wrestling coach, effective for the 2009-2010 school year. Rate of compensation will be \$2,714 (**enclosure**).

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**Substitute Employees:**

**Alexis Folmer**, long-term substitute elementary teacher, through the end of the 2009-2010 school year. Ms. Folmer was previously approved as a long-term substitute teacher for the first semester for Mrs. Little and will now continue through the end of the school year. Rate of compensation will remain at Instructional I Step 1.

**John Hagerman**, extended health and physical education substitute teacher, effective November 18, 2009, for approximately six weeks. Rate of compensation will be \$218.00 per day. Mr. Hagerman will be substituting during the leave of Mr. Jack Sheehan.

**Stacey Biggins, Patricia Fedeli, John Hagerman, Nathaniel Martin, Kara Schultheis, Kelly Wallet, Danielle Redding, and Ashley White**, day-to-day substitute teacher. Rate of compensation will be \$95.00 per day.

**Elmer Laughman**, student custodian. Rate of compensation will be \$7.25 per hour (**enclosure**).

**Kim Lentz**, substitute custodian. Rate of compensation will be \$9.67 per hour.

**Lynda McKelvey**, substitute clerical worker. Rate of compensation in accordance with the substitute rate schedule.

**Patricia Nace**, extended secretarial substitute, effective November 24, 2009, to approximately December 7, 2009. Rate of compensation will be \$11.21 per hour. Ms. Nace will be substituting during the leave of Mrs. Lori Smith.

**Elton Pfaff**, substitute school nurse and healthroom assistant, effective upon completion of employment paperwork. Rate of compensation in accordance with substitute rate schedule.

**Gail Kuhn**, substitute teaching assistant and clerical worker. Rate of compensation in accordance with the substitute rate schedule.

**DISCUSSION:**

Mr. Smith commented that he would like to recognize Mr. Little for his 41.5 years of service to the District. Mr. Zeigler stated that he had him as a teacher. Dr. Moyer stated that he is still willing to help with football.

**BOARD ACTION:**

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

Dr. O'Connor made a motion to move into executive session at 6:30 P.M. to discuss personnel matters.

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The Board reconvened at 6:45 P.M.

- d) **Request to Approve and Advertise Position**-The Board was requested to approve the following position and job description and then to advertise **(enclosure)**:

**Business Office Confidential Secretary**, part-time 4-hour per day position, Non-Bargaining unit position.

**BOARD ACTION:**

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

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

1) **New Business:**

- a) **Emergency Plan Booklet** – The Board was requested to approve the Emergency Plan Booklet. (Information sent electronically)

**BOARD ACTION:**

Mr. West made a motion to approve the emergency plan booklets as presented. Seconded by Mr. Zeigler and passed on a vote of 7-0.

**H. Standing motions regarding Finance**

1) **New Business:**

- a) **Check Registers** – The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,379,294.34, Construction totaling \$9,681.25, Capital Reserve totaling \$8,900.00 and Cafeteria totaling \$28,439.61. Grand total \$1,426,315.20 **(enclosure)**.

- b) **Monthly Reports** – The Board was requested to approve the following reports for the month of September and October **(enclosures)**:

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

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- c) **Donation** – The Board was requested to approve the following donation:

McSherrystown Home Association-\$8,500 for replacement wrestling mat

**DISCUSSION:**

Dr. O'Connor noted on the monthly reports. The amount for Public Utilities is really high. Mr. Wentz stated that is the amount for the whole year. The account 7340 is the gambling money received from the state which has been distributed to approved homeowners through the property tax reduction.

**BOARD ACTION:**

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

**I. Standing motions regarding Facilities**

- 1) **INFORMATIONAL ITEM** – Next Building and Grounds Meeting at Middle School at 10:00 A.M. on Friday, December 4

**J. Other Business**

Dr. Moyer highlighted some upcoming events. On the night of the reorganization meeting, the focus of the budget meeting will be revenues.

On Saturday, December 12, there will be a training session for Board members beginning at 7:30 A.M. Pam Price from PSBA will be leading the session. Please forward any questions you may have to Dr. Moyer.

There will be a Chamber Eye Opener Breakfast on December 16 at the High School.

There was an open house at York Tech last Wednesday.

Mr. Smith wondered if it was worth continuing to tape the meetings.

**K. Next meeting date:**

The Reorganization meeting will be Monday, December 7, 2009, at 6:00 P.M. in the Boardroom.

Budget and Fiscal discussion will also continue at that time.

Feasibility Study and Update on Washington Elementary and Hanover Street Elementary Renovations.

Gerry Funke (Hanover Group)

**L. Adjournment**

Mr. Zeigler made a motion to adjourn the meeting. Seconded by Mr. West. The meeting was adjourned at 6:55 P.M.