

**Hanover Public School District
School Board Planning Meeting
Monday, December 7, 2009 – Following Reorganization Meeting**

MINUTES

I. Opening Business

- A. Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:13 P.M.

- B. Pledge of Allegiance

- C. Roll Call - Board members present: Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. Watson

Also Present -

Mr. Grimes, Mr. Wentz, Mr. Hain, Mr. Czap, Mrs. Smith, Mr. Samuelsen, Mrs. Frock, Sara Little, HEA; Eric Hartman, HEA; Mike Vaux, HPESPA; Linda Yowaiski, HPESPA; April Yetsko, Vida; Heather Faulhefer, Evening Sun; Joseph Wells, Vida; Tara Kauffman, Washington PTO

- D. Recognition of Visitors and Public Comment:

Public Comment:

Dr. April Yetsko and Joseph Wells spoke on behalf of VIDA Charter School. They are planning to open in January 2010. Mr. Bortner wondered if he could have information regarding members on the Vida Charter School Board. Dr. Yetsko stated that she could give that information but it should be on their website shortly. They will be beginning in January for grades Kindergarten through 3rd. There will be a combined class of Kindergarten and 1st and another of 2nd and 3rd. There are students from Hanover who have applied. Lessons will be alternately taught in Spanish and English. Mr. Smith asked when literature is sent out if it could be copied to Hanover's board members either directly or through Dr. Moyer. Dr. O'Connor stated that he would like Hanover's teachers to see how the program works. Dr. Yetsko stated she is looking forward to working with the school district.

Mr. Edwards wanted to thank the returning board members for including him and getting him acquainted. He also appreciated the orientation programs that are being offered.

II. Matters for Which Board Action is Required

A. Personnel

- 1) **Resignations** – The Board was requested to approve the following resignation:

Substitute Employee:

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Gail Kuhn, substitute teaching assistant and clerical worker, effective December 7, 2009. Ms. Kuhn has obtained full-time employment.

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

Substitute Employees:

Lester Bankert, substitute adult patrol, effective upon completion of employment paperwork. Rate of compensation will be \$23.46 per day (**enclosure**).

Sharon Bangert, Daniel Grim, Paul Kusic, and Helen Taylor, day-to-day substitute teachers, effective upon completion of employment paperwork. Rate of compensation will be \$95.00 per day.

BOARD ACTION:

Mr. Bortner made a motion to approve the employment items as presented. Seconded by Mr. Edwards and passed on a roll call vote of 9-0.

- 3) **Other Business** – Dr. Moyer stated there were 25 applications for assistant superintendent. There will be nine applicants interviewed tomorrow. On December 14 we will be bringing back the finalists beginning at 5:30 P.M.
- 4) **Resignation** – The Board was requested to approve the following resignation:
- Classified Employee:**
Murphy Howard, 3rd shift custodian, effective December 2, 2009.
- 5) **Request to Advertise** – The Board was requested to approve advertisement of the position of third shift custodian.

BOARD ACTION:

Mrs. Lingg made a motion to approve the resignation and request to advertise as presented. Seconded by Mrs. Smith and passed on a roll call vote of 9-0.

B. **Building and Grounds**

- 1) **INFORMATIONAL ITEM** – Middle School Walkthrough Update
There was a meeting at the Middle School on December 4. Some of the items discussed were changes to the arrival and dismissal patterns at the Middle School. There was a recommendation that the access road be closed off between the high school and middle school during arrival and dismissal times. We would need to improve signage and get the message out through Global Connect. This would allow this to be safer for students and staff. Mr. Bortner felt that it should be implemented immediately. We would need a lot of people at the beginning to volunteer and enforce. Mr. Watson wondered why students are dropped off in the front of the building. Mr. Hain stated there have been a couple of near accidents with students. Mr. Watson didn't think this plan would work. He

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suggested that we drop off students on the access road and expand the macadam area. The traffic would drive in Hollywood and onto the access road. Mrs. Pam Smith stated that she would look at and talk with Mr. Grimes regarding this. Dr. O'Connor suggested that they let them try it and change it if it doesn't work. Mr. Smith felt that it shouldn't be changed more than once. It would be too confusing for parents. Mr. Bortner felt that the Middle School walkthrough was a good session. There are some small projects and also some that need to be put out for bid. He suggested that with our 300 volunteers that we could ask volunteers to help with small jobs four times a year and call it Nighthawk Volunteer Day. Dr. Moyer stated that in doing that we would need project leaders, which would be critical. He is checking with our school solicitors regarding liability issues.

BOARD ACTION:

Dr. O'Connor made a motion that all committee meeting minutes be posted on the website. Seconded by Mr. Bortner and passed on a vote of 9-0.

2) Other Business

Dr. O'Connor wondered about the plans for Washington and Hanover Street. Mr. Smith stated that on January 4 there will be an open board meeting. The architect will furnish finished drawings to be approved. The presentation from the architect will begin at 6:00 P.M. Dr. O'Connor wondered if the information could be sent out ahead of time if possible.

C. Instructional Committee

1) Other Business

Dr. O'Connor asked that the minutes from the Instructional Committee be also posted to the website. There is a new meeting structure where the meetings will be held quarterly. The next meeting will be held in January.

III. **Recess** – The meeting was recessed at 6:45 P.M.

The meeting reconvened at 7:00 P.M.

IV. Planning/Discussion

Mr. Wentz stated that the Board members were all given a PSBA insurance form. Please fill out the highlighted form and return to him. The other form is for 24-hour coverage if desired.

A. Budget and Finance

1) INFORMATIONAL ITEM – 2010-2011 Budget:

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Mr. Wentz highlighted the fact that there is \$2.9 million in the capital reserve. There is also \$14.6 million designated for construction. Dr. O'Connor stated that we could keep no more than 8% additional in the general fund. Mr. Wentz stated that will be discussed when he talked about the 2010-2011 budget. We are looking at preliminary numbers and they will fluctuate. The list of revenues for 2010/2011 are also projections. In regard to the level of funding there should be \$480,000 additional with a tax increase up to the index of .52 mills. There was a slight increase in EIC. We are adjusting to make more in line. Real estate taxes should remain level due to assessed values remaining level. In regard to state funding there was a slight increase in basis education subsidy. We receive 30 percent back from charter school funding. Revenue from social security we receive half back and adjusting to get more in line. Assessed values – There would be a 2% and 5% increase built in growth in some schools. Ours would remain level. We are affected by appeals.

Budget Performance:

Real Estate transfer taxes were \$150,000 less. Also delinquent taxes have increased. There are lower interest rates. We budgeted 7.13% increase for retirement. The actual figure was 4.78%. There have been some positives in the federal funding. The board needs to pass a resolution by January 28th if they choose not to go above the index. Mr. Wentz recommended that the board pass the resolution. The receipts have stayed pretty level. Transfers are required to say under the 8%. We have tightened the expenses and revenues which should lighten the shortfall. We are not close to finalizing the final budget. In regard to PSERS the percentage that the school districts have to pay will make a huge impact. The administrators are asked to present prior to December 11 any new items or programs that they are interested in. In January and February they will sit down and talk with Mr. Wentz and Dr. Moyer regarding needs. During the January meeting we will discuss the capital reserve. In February we will look at numbers and fine tune. Dr. O'Connor stated that the shortfall right now would be \$900,000. If we would increase by ½ mill, it still leaves us a deficit of \$425,000. The budget was 96% correct last year, which is really good. Mr. Bortner wondered what services we can offer the community. We need to increase income by doing something. Mr. Wentz stated he is not seeing an increase in assessed values. Sixty-five percent of the revenue comes from local taxes. Dr. O'Connor stated we should be charging rent for the Practical Nursing program. It was thought that the Practical Nursing brought in \$80,000 last year. An idea was to increase tuition, which could affect Pell and PHEAA grants. Also Dr. O'Connor felt we should not be subsidizing school lunches. He felt that students should have to pay the value of a lunch. Mr. Wentz stated that they are not subsidized for free and reduced dollar for dollar. Also as prices go up, participation goes down. Mr. Edwards stated that the results are deceptive and that salaries are taken out of the fund. Dr. O'Connor stated that we should look at figures. Mr. Smith wondered why cafeterias are singled out and he felt that students should be offered only one option for lunch. Mr. Edwards felt that different categories are making money. Mr. Wentz stated that government standards say the cafeteria has to be a separate account. We are buying more

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fruits and vegetables which is more expensive but the general ala cart generates money. It was thought there were additional costs of \$70,000 and \$90,000. Dr. O'Connor also thought that drivers education could be contracted out. We should look at smaller schools in regard to these issues. Dr. O'Connor stated that it is easy to raise taxes but we should explore every avenue. Mr. Bortner stated that he would like to discuss the 1-5 year plan.

- a) Revenue Items
- b) Preliminary Fund Balance 2010-2011

2) Other Business

Dr. Moyer read the director's note from George Matthew that was printed in the school play.

V. **Adjournment**

Mr. Smith made a motion to adjourn the meeting. Seconded by Mrs. Lingg. The meeting adjourned at 7:45 P.M.

The next Board meeting will be Monday, January 11, 2010, at 6:00 P.M. in the Boardroom.