

**Hanover Public School District
School Board Planning Meeting
Monday, January 11, 2010 - 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 6:10 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 -

Dr. Moyer, Mr. Wentz, Mr. Grimes, Mr. Hershner, Ms. McDermitt, Mrs. Smith, Mr. Hain, Mr. Samuelsen, Dr. Krout, Mrs. Frock, Mrs. Dubbs, Sandi Rutter, Mike Vaux, HPESPA; Jeff Moose, Sara Little, HEA; Rosie Adams, Ben Adams, Shawn Klunk, Mary Deery, Betsy Beall, Darryl Noble, Jeff Rebert, Tom Shultz, Pete Truesdale, Jr., Susan Kolmer, Eric Hartman, Heather Faulhefer, Evening Sun.

- D. Recognition of Visitors and Public Comment:

Public Comment: Coach Jeff Moose, donation of softball uniforms – Mr. Moose stated that it has been over five years since the team had new uniforms. They were approved to receive new long pants. He was seeking the Board's approval for donations of new jerseys and shirts.

BOARD ACTION:

Mr. Watson made a motion to approve the donation as presented. Seconded by Mr. Bortner and passed on a vote of 9-0.

New Traffic Pattern at Middle School – Sandy Rutter spoke regarding her thoughts on the new traffic pattern at the Middle School. She doesn't think it will work. Her suggestion was to reopen Keagy Avenue and also be able to turn left or right from Fame Avenue. Rosie Adams wondered where parents views were considered in this decision. It was felt that the Administration and Parents should have come to an agreement. She wondered about an open forum with parents. Mrs. Lingg stated that it was not the Board's decision but an Administrative decision. She felt that the safety of our children is number one. Dr. O'Connor stated that there are parent meetings where there could be forums. Dr. Moyer stated that the Administration have the best intentions in regard to the students. We are not traffic flow experts and will make adjustments and try to get it right. Mr. Hain stated the next PTO meeting will be Wednesday, January 13, at 7:00 P.M. This is a fluid document and the Administration is open to any changes. Mrs. Smith stated that they did listen to parents. They are trying to get the flow right and please bear with them. She stated that the PTO meeting is very open. Mr. Smith stated that the more people involved the more suggestions you get.

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Washington Playground – Shawn Klunk spoke regarding plans for the Washington playground equipment. He would like the Board to get back to him regarding amounts that will be allocated to them. They are currently getting prices for the equipment. There will be a fundraiser through Washington PTO on February 6 from 6 to 10 P.M. Food will be from LaCucina and there will be prizes to be given out. There was a suggestion to put the fundraiser information on the website. Mr. Smith stated that he would have Building and Grounds look to find an amount. He stated that grading of the structures should also be considered in regard to the timing of installation along with the building project.

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:

Classified Employee:

Loretta Livelsberger, Business Office part time position, effective January 18, 2010. Rate of compensation will be \$14.83 per hour (**enclosure**).

BOARD ACTION:

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

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

Classified Employee:

Michael Rang, part-time custodian, effective January 8, 2010.

BOARD ACTION:

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

- 3) **Approval to Advertise** –The Board was requested to approve to advertise for the following position:

Part-time Custodian 4.75 hours

- 4) **Request for Leave of Absence-** The Board was requested to approve the following request for leave of absence:

Joanne McGee, FMLA leave of absence effective January 13, 2010, to approximately January 29, 2010.

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BOARD ACTION:

Dr. O'Connor made a motion to approve the approval to advertise and request for leave of absence as presented. Seconded by Mrs. Smith and passed on a roll call vote of 9-0.

- 5) Other Business - None

B. Building and Grounds

- 1) **Feasibility Study** – The Board was requested to approve the Feasibility Study.

DISCUSSION:

Mr. Baumgardner stated that he looked at the Kindergarten issue at Hanover Street that was brought up at the last meeting. He looked at PDE information and spoke with Mark Hershner. When all construction is complete, we will end up with nine Kindergarten classrooms in the district. When he figured eighteen students per classroom, he didn't think the data supports the need for ten Kindergarten classrooms. Another consideration was the physical boundaries of the schools. He would like to keep the plan as presented at the last meeting. We required an updated facility study. This was the third one that was done. The first survey was completed by Kimball in 2000, and the second was done by Crabtree and Rohrbaugh in 2004. The biggest items involved were costs. There was an option for a consolidated school, which is no longer an issue. We have made a commitment to neighborhood schools. We have three options: do nothing to the buildings, add on or tear down, or start new. In projecting enrollments the top enrollment would be 925 students divided by three buildings, which would be around 300 per school. With the new construction there would be a capacity of 350 at Clearview, 425 at Hanover Street and 350 at Washington, which be over 1000. We have made a commitment to neighborhood schools. We would get rid of the portables and use the extra classrooms when remodeling. The possibility of tearing down the old structures is not probable financially. Included in the study was an evaluation of other facilities. In regard to Sheppard and Myers stadium we are not ready to make recommendations. We are not prepared to give numbers. It was felt that this should be brought back to the Building and Grounds committee. It was felt that the wetlands was actually runoff from the Middle School. We have identified Middle School traffic problems. This will require additional study to come up with a solution. Parking is also an issue at the Middle School. The High School meets educational requirements. There is a need for parking. Clearview has drainage problems, which comes off the Weis Market lot. The study was required before the PlanCon documents.

- 2) **PlanCon Document** – The Board was requested to approve PlanCon Documents A & B for Washington and Hanover Street Elementary Projects **(enclosures)**

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BOARD ACTION:

Mr. Bortner made a motion to approve the Feasibility Study and PlanCon documents as presented and to move the track back to the Building and Grounds Committee for further study. Seconded by Mrs. Lingg and passed on a roll call vote of 9-0.

- 3) **York/Adams Community Tennis Association** – The Board was requested to approve a partnership with York/Adams Community Tennis Association.

DISCUSSION:

Mr. Smith stated that he received information from Stock and Leader that it is lawful. Mrs. Lingg stated that she thought it was a great idea but the Board needs more details. This should be addressed in detail in regard to the access to community and students. Mr. Smith stated that there are many details to work out. The agreement would need to be detailed in regard to utilities, air conditioning, etc. He visited a facility similar in Lancaster and it was very nice. They do take their bubble down every year at a cost of \$8,000 each time. A concern was that if something would happen to the organization, what would we do with the bubble. Mr. Bortner felt that they need details. He suggested that the Board appoint a committee to sort out and get everything in writing. Dr. O'Connor suggested that it be sent to the Building and Grounds Committee. They could work with the Tennis Association in regard to the lease and when they are comfortable with it send to the Board. Mr. Moyer felt that the motion could be tabled and take to the Building and Grounds Committee. They will work out the details on the lease. If the Board members have any questions, give to Mr. Smith or any member of the committee. Mr. Bortner stated that they will schedule a meeting very quickly and coordinate with the Tennis Association.

BOARD ACTION:

Mr. Edwards made a motion to table the motion and move to the Building and Grounds Committee for further consideration. Seconded by Mr. Engle and passed on a vote of 9-0.

III. Proposed January 25 Agenda Items

A. Building and Grounds

- 1) **INFORMATIONAL ITEM** – Washington Elementary and Hanover Street Elementary Renovation Project Update
- 2) **Other Business** – Dr. Moyer noted that the next Building and Grounds will take place at Clearview on Friday, January 15, beginning at 8:30 A.M. An e-mail will be sent out to confirm the date and time.

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B. Personnel

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

Professional Employee:

Kevin Zumbrum, elementary teacher, effective at the end of the 2009-2010 school year. Mr. Zumbrum will be retiring with 35.5 years of service to the district.

Substitute Employee:

Megan Trimmer, day-to-day substitute teacher, removal of name of substitute list effective December 10, 2009.

Supplemental Employees:

David Albright, assistant varsity softball coach, effective December 13, 2009.

Peter Trusdale, head varsity girl's tennis coach, effective December 22, 2009.

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

Supplemental Employee(s):

Michael Bauer, social studies team leader, effective January 18, 2010. Rate of compensation will be \$789.00, prorated for the remainder of the 2009-2010 school year. Mr. Bauer will be replacing Mr. Steve Little who is retiring.

Matthew Baker, head varsity baseball coach, effective for the 2009-2010 school year. Rate of compensation will be \$4167.00, level 1 of the coaching supplemental salary schedule.

Substitute Employees:

Cynthia Bull, substitute custodian, effective for the 2009-2010 school year. Rate of compensation will be as listed on the substitute supplemental salary schedule.

Gameworkers:

Reagan Bitler and **David Lippy**, 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 107a.

- 4) Other Business - None

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C. Instructional

- 1) The Board is requested to approve the Program of Studies for the High School (**enclosure**). Mr. Samuelsen will be presenting information and answering questions.

DISCUSSION:

Mr. Samuelsen highlighted some of the changes that were made in the Program of Studies. Changes were made to Art, and Intro to Technology. A new course being offered is Construction Technology. Dr. O'Connor wondered if this would be supply intensive. Mr. Samuelsen stated that we would need to order supplies in the amount of about \$3,000 but he is hoping to sell the shed at the end of the class and get back the money. Dr. O'Connor noted that there are open seats at Tech Prep, which also has building trades. Mr. Samuelsen stated they are open to juniors and seniors for a half-day program. In regard to Language Arts Journalism II was added. The students are much better the second year. Shakespeare II was added. This course brings in children you wouldn't expect. The reading course is limited to students who received basic or below basic on reading on the PSSA's. Study skills are also included in this class. There are three tracks for math. Basic is the lowest track and they are hoping to get rid of this track. There was some discussion whether that many different Algebra courses are necessary. Mrs. Deery stated that they offer Algebra IA and IB, which is Algebra spread over two years for students who need that. It was felt that Algebra was a key math course on the PSSA's. Mrs. Smith stated that 100 percent of the 8th grade students are now receiving Algebra. Dr. O'Connor thought that class sizes would be a concern. Mr. Samuelsen stated that they are looking at different options as to adopting of a new textbook series. They are leaning to the more traditional math. They will be visiting local schools in February. Mrs. Deery stated she would love to see more students in AP Calculus. Mr. Samuelsen stated they are changing the sequencing. Thirty percent of the PSSA is geometry based. They are bringing back the honors track. Other courses offered will be college in the High School where students would receive college credits for the course. Many students are running out of classes to take. It was felt that the change in the curriculum cycle will help to increase PSSA scores. Dr. O'Connor felt that students should be taught the practical side of math. Many don't understand credit card debt, etc. This is taught in Mrs. Brown's consumer class. Mrs. Storm teaches these concepts as well. A new science course is being offered on the Envirothon. Students will compete against other schools. They will be offering this every other year. Dr. O'Connor stated that science courses can be very varied. He thought we should offer courses that students could be excited about. He wondered if the Biology and Chemistry courses are required. We should consider electives at the beginning of their High School courses. Dr. Moyer stated the District is looking at online courses. Mr. Samuelsen stated that the required credits for graduation has been reduced from 28 credits to 26 credits. They have polled local schools and their credits are similar. This would include the required .5 credit for reading. Dr. Moyer stated that we are not lowering our expectations but it just gives students more options.

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Mr. Smith wondered if the culminating project was required. He suggested that projects could include mentoring younger students. Mr. Samuelsen stated that he will do a presentation next Board meeting regarding the projects. It was stated that most of the projects are very productive.

- 2) **Board Policies** – The Board is requested to approve the tentative adoption to **(enclosure)**:
- 609 Investments

DISCUSSION:

Mr. Wentz stated that our policy was old and this is just bringing our policy in line with PSBA's. It uses more current terms.

- 3) **INFORMATIONAL ITEM** – Race to the Top

DISCUSSION:

Dr. Moyer stated that this is an initiative by the Department of Education. President Obama allocated \$4.35 billion to boost the education funding. Approximately \$400 million will go to Pennsylvania Schools including Charter Schools. There will be \$200 million divided between the school districts who agree to sign. It involves human resources, evaluations for teachers and principals, best practices and especially turn around schools. Dr. Moyer pooled his colleagues and they have split ideas. There have been many documents to review. Mr. Smith, Teresa Erdman and Dr. Moyer would need to look at the contract. If we agree to sign, we would know by mid to late summer how we stand. Dr. Moyer stated that he would like more time to digest everything. Mr. Bortner stated that if we agreed to take the money we would need to spend it where we are required and keep spending. He felt they were unfunded mandates. Dr. O'Connor felt that this bears merit. It does require activities but it gives us a curriculum, which matches the PSSA unit assessments. We would need to adopt a rigorous curriculum, measure children falling behind, increase staff development, give us infrastructure since he felt we are lagging behind. He felt there were not as many strings as we fear. He felt that if we didn't apply it would send a terrible message. Mr. Edwards mentioned No Child Left Behind and that wasn't funded. He didn't feel comfortable with it. Mr. Smith stated that if he were to sign this he would need the support from eight other board members. Dr. O'Connor stated this involved staff development, review of teachers, and posting results to website. He didn't see any hidden costs. Mr. Smith stated there are always costs. Dr. Moyer stated that he felt that we are moving in the right direction. We need to look at results and use In-Service times to develop. Dr. O'Connor stated that with this we wouldn't need a review cycle. We would accept the state's SAS curriculum system. Dr. Moyer stated that the biggest issue was the vagueness. He felt the pace was unfair. He wouldn't want to miss a nickel but he has real serious concerns. Mrs. Sara Little stated that this could amount to \$200,000 over four years, which is not that much in the long run. She wondered why they are doing so fast.

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- 4) Other Business – The next large instructional meeting with the teachers will be January 26 beginning at 3:45 P.M.

Dr. Moyer thanked the School Board members who put in a lot of time. He appreciates their efforts and passion. They really care for the community.

Dr. O'Connor mentioned that PSBA is concerned about a pension reform bill. Board members can attend a Webinar regarding this. All they would need is a computer and telephone. He will send out an e-mail with more information regarding this. The dates are Wednesday, January 13, at 7 PM; Tuesday, January 19, at 7 PM; and Monday, January 25, at Noon. He was asked to include Mr. Wentz and Dr. Moyer in on the e-mail.

IV. Recess

V. Planning/Discussion

A. Budget and Finance

- 1) INFORMATIONAL ITEM – Capital Reserve Account and Construction Account
Mr. Wentz stated that this includes the building projects, cash and investment balances. Mr. Wentz stated that we don't want to spend down to zero the capital reserve but we need to be aggressive in spending if need be. Any money can be transferred into the capital reserve account from the prior year results. We do have funds to use on maintenance projects. There was a draft made of recommended projects several months ago. Some have been completed. There are a list of timeframes and list of items to work on. Dr. O'Connor wondered where the Middle School roof project was paid. Mr. Wentz stated that it was taken out of the bond issue for construction.
- 2) INFORMATIONAL ITEM – Mowing Analysis
Information was given regarding mowing and who completed and timeframes. The cost to the district would be labor of maintenance, students, tractors based on 10 years tractor life. An estimate on outsourcing was given for 2007 per cut at each building. One of the other considerations would be different sports field need different length of grass. It was estimated that there would be 33 cutting times between April and November. A tentative estimate by a contractor would be \$47,355. It was felt that if maintenance workers were free from cutting grass, we wouldn't have to pay other outside workers to get jobs completed. Mr. Wentz made a suggestion to send this to Building and Grounds committee and see if they can do all of the things. Mr. Engle noted that some of the Middle School was never painted. Mr. Wentz noted that student workers do the mowing in the summer. Mr. Smith felt that we would have a lot of options on outsourcing especially at Hanover Street and Sheppard and Myers. He felt that it could be a real plus.

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- 3) INFORMATIONAL ITEM – Cafeteria Analysis Follow Up
Mr. Wentz stated that he surveyed area school business managers and asked for a copy of their audit financial statements. He had nine responses. He noted that some districts make money and some don't. There was some discussion of a price increase for the 2010/2011 school year. Dr. O'Connor felt that we are not in a competitive market. He wondered how many will opt out and bring own lunch. Ms. McDermitt noted that we are below budget in supplies and higher in labor costs. Currently there are 925 to 990 lunches sold throughout the district on any given day. Ms. McDermitt noted that in regard to milk there is a set standard in what we pay but we can charge whatever price. The LIU cannot provide milk but it is the same price from everyone. Mrs. Lingg stated that she was amazed at how few people work the elementary cafeterias.
- 4) INFORMATIONAL ITEM – Drivers Education Costs
Mr. Wentz stated that driving only takes place after school or in the summer. The total cost to the district is \$7,000. There is a charge to students in the amount of \$50 per student. If a student were to pay a driving school, it would be considerably higher.
- 5) 2010-2011 Budget Resolution (**enclosure**)
Mr. Wentz stated that this needs to be acted on by January 25. A recommendation must be passed by the Board regarding the budget resolution that we will not go above the index or a ½ mill. He stated that the preliminary adoption of the budget must take place in May and then sit for 30 days with final adoption by the end of June.
- 6) INFORMATIONAL ITEM - VIDA Transportation – This will be tabled to be brought up at a future date. Dr. Moyer stated that we have gotten interpretation. It was felt to be fundamentally wrong to provide transportation 13 miles for students when we do not transport our students. A letter was sent to Vida Charter School from our attorney on behalf of the District.
- 7) Check Registers Approval (2) – There will be two check registers to approve at the next meeting.
- 8) Monthly Reports Approval – November and December – There will be two monthly reports to be approved at the next meeting.
- 9) Other Business
Mr. Edwards stated that according to PSBA the retirement system investment is alarming. The rate could go above 37 percent in 2017. The recommendation is leveling out somewhat. This would make dramatic change in the budget. He felt that the Board should write to the senators and congress or send a collective letter. There may be changes being made in new employees. He stated that this would put a drain on retirees since the state is not going to match. Mr. Wentz stated that we did designate some funds for spikes or changes in our financial statements.

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Dr. Moyer stated that he and Mr. Wentz will be meeting with all principals to review budgets for 2010/2011.

Mrs. Lingg commented on the Practical Nursing graduation and what a great evening it was.

VI. **Adjournment**

The meeting was adjourned at 9:10 P.M.

The next Board meeting will be Monday, January 25, 2010, at 6:00 P.M. in the Boardroom.