

BOARD OF DIRECTORS MEETING MINUTES
Monday, January 24, 2011

6:00 P.M.

A. Opening Business

- o Call to Order – The meeting was called to order at 6:00 PM.
- o President's Charge/Moment of Silence - Mr. Steve Padjen, a former Hanover School District employee, was remembered.
- o Pledge of Allegiance

Roll Call

- Board Members present: Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. Watson
Student Board Member present: Kyle Sheely
Student Board Members absent: Alex Daubert, Linsey Bowersox (alt)
- Also Present: Dr. Moyer, Mr. Wentz, Mrs. Dubbs, Mr. Fry, Mr. Hershner, Mrs. Brown, Mr. Grimes, Mrs. Frock, Mr. Samuelsen, Derek and Lisa Brown, Meredith Brown, Ashlee Yealy, Sarah Hammond, Dana Yealy, Bruce and Cindy Jendras, Mike Vaux, HPESPA; Heather Faulhefer, Evening Sun

B. Recognition of Visitors and Public Comments -

Mark Hershner presented information from Hanover Street made by students regarding Board appreciation month.

RBC Capital Markets - Kenneth Phillips, Managing Director (Variable Rate Debt)

Follow Up – Steve Flaharty presented information regarding Hanover's variable rate Bond Debt. He presented three options: extend a new liquidity agreement, issue fixed rate bonds, or issue a five-year RBC bank note. The last option is short term and could be fixed at any time. It doesn't bind you to a full five years. He stated that the interest rates were pretty low two months ago but they went up in the last 90 days because the tax-exempt bonds went up dramatically. The Board will need to make a decision by April 1. The existing debt is about \$14.7 million. We will need to pay out about \$160,000 to process the transaction. He stated that the 2005 bond transaction included a purchase for bond insurance. Mr. Wentz stated that a couple of months ago the Board was prepared to put it in fixed. We have to do something before April 1. We can continue to monitor the market. Dr. O'Connor wondered about the fact that RBC is offering funding and also our advisor. Mr. Flaharty stated that they are the same group but also separate. They are willing to fund but it is not the only place to have done. He stated that the rates are coming back down but it is unlikely to get down like it was in October. Mrs. Lingg stated that the RBC was waiting and wanted to place at the best time. Apparently we have missed the lowest rate and thinks it is very frustrating. Dr. O'Connor wondered if we could put out the information for the financial market and look to get the best rate. Mr. Flaharty stated that there are a limited number of financial institutions available to do this. Mr. Wentz stated that we could get other bank options and fix. The third option doesn't put the District at risk. Mr. Flaharty stated the investment companies start with big companies first. Mr. Bortner stated that he would like to see the figures ahead of time. Mr. Flaharty stated that he can put the information together and the Board could make a decision on February 14th. He felt he could get something quickly and have the information out to the Board by the week before February 14th. He will send electronically the packet to the financial institutions and have back by February 7th. Dr. O'Connor wondered if we could shorten the term. Mr. Flaharty stated that we could. Mr. Flaharty stated that he would need the last three years of financial reports and current budget. Dr. O'Connor wondered if we could look at local banks. Mr. Flaharty stated that he would solicit local banks and look for a longer window and come back to the meeting on February 14th along with the finance committee meeting that evening.

Darlene Funk left at 7:15 P.M.

Senior Project Presentations – Four students presented information regarding their senior projects for the Board. Meredith Brown spoke regarding the Make a Wish project she did. Her goal was to raise \$3,400 to benefit a 14-year old girl to take a trip to Disney. She actually raised \$800 by teaching Zumba classes.

Christian Salgado's project was to do community service. He started by volunteering to do maintenance and janitor services for St. Joseph's Church for a total of 30 hours. He then volunteered for the COSMIC summer program at the Middle School. He worked in the office from 8 AM to 3 PM and put schedules together. He worked from July 5 through July 30. He put total of 150 total hours.

Dana Yealy spoke on behalf of her daughter, Ashlee Yealy's project. She created a fishpond and patio in one weekend. She also created a scrapbook to memorialize the event.

Sarah Hammond spoke on behalf of her efforts for the Mini-thon on February 18-19. It is an event that benefits the Four Diamonds Fund. Last year 100 students participated and raised over \$4,000. This is the sixth year for the event at Hanover High School. On February 4th will be the kick-off assembly. Every participating student is asked to raise a minimum of \$40. They need chaperones, time and donations for the event.

This year's seniors did 1400 hours of community service.

- C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of the November 27, 2010, Board Meeting, December 6, 2010, Reorganization Meeting and Board Meeting, and January 10, 2011, Planning Meeting.
- o Minutes [11-27-10](#)
 - o Minutes [12-6-10](#) (Reorganization)
 - o Minutes [12-6-10](#)
 - o Minutes [1-10-11](#)

BOARD ACTION:

Mr. Watson made a motion to approve the minutes as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

D. Committee Reports

York School of Technology – Watson, Chair; Edwards (Alternate) – The next meeting will be Thursday, January 27.

Recreation – Lingg, Representative; A. Smith (Alternate) – The next meeting will be Thursday, January 27.

PN Advisory – Funk, Representative; D. Smith (Alternate) – Mary Brown reported that January 13 was graduation. It was a nice ceremony and she wanted to thank those who were involved. There are twenty-five students in the 95th class. The 94th class will be graduating in July with 20 students.

Meet & Discuss Professional, Classified & Administrative – D. Smith, Chair; Bortner, Funk, Lingg (Alternate) – No report

Joint Wage Tax –Edwards, Representative; O'Connor (Alternate) – No Report

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative; Elaine Kennedy – No Report

Legislative Liaison with Pennsylvania School Board Association – O'Connor, Representative; Engle (Alternate) – Dr. O'Connor stated that the local leader is now the majority leader instead of the minority leader due to the election.

Key Communicator's Network – All – No Report

Policy Committee –Lingg, Chair; Funk, O'Connor, Engle, Watson (Alternate) – No Report

Educational Instruction Committee - O'Connor, Chair – Dr. O'Connor stated that he will be sending out tentative minutes from the last meeting to the Board.

Sheppard and Myers Promotional - Bortner, Engle, Lingg – Mr. Bortner stated that there would be a meeting in the next week or so. There are many people who are interested in making contributions. Mr. Bortner has been in contact with Mr. Laird from the Chamber of Commerce. They are looking at community promotional events to bring groups into the area with multiple day events.

Student Board Members - Daubert, Sheely, Bowersox (alternate) – Kyle Sheely thanked the Board members for all they do for the students. The auditions for the musical "Grease" have been completed and the list should be posted this Wednesday. Mid terms are now over. There will be a winter formal on January 29th. The Mini-Thon will be held President's weekend. On February 4 there will be a boy's basketball game against Delone, which should be a big event.

E. Superintendent's Report

- Key Communicator's Network Session – Minutes will be out very shortly for the meeting.
- Chamber Meeting - HACC Intro. to Manufacturing Program (Snyders & Ox Tubing) – This is the third year for the event and students felt it was a wonderful experience.
- 40 Students - DO, TCA, Internships (Evening Sun/McDonalds/Hanover Hospital/Bay City/Hanover Bowling Center/Lowes/Dentist/Etc.)
- 1/17 in-service/1/2 day devoted to wellness-health insurance premiums – This event sends a message to the staff that we care about them.
- Winter Co & Extra-Curriculars - very successful – The boys' basketball is currently number one in District 3 with a record of 12-3. Wrestling is 9-4 and girls' basketball currently has eight wins.

F. Standing Motions regarding Building and Grounds

- 1) Informational Item: Sheppard & Myers – Mr. Smith stated that we have submitted the plans. There will be a planning commission meeting with Penn Township on February 3. Dr. O'Connor wondered if the Board could have an estimate of costs. Mr. Smith stated that Mr. Baumgardner would be coming to the next planning meeting to present figures. Mr. Bortner stated that the Board is looking at gifting opportunities.

G. Standing motions regarding personnel

- 1) Tenure- The Board was requested to award tenure to the following temporary professional employee:

Melinda Clark- Middle School Language Arts Teacher

2) New Business:

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

Substitute Employee:

Erin Raulie, day-to-day substitute teacher, effective January 24, 2011. She has obtained full-time employment.

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

Kelly Ulsh, first grade teacher at Hanover Street Elementary, FMLA/ uncompensated childbearing/childrearing leave tentatively from May 1, 2011 through January 2, 2012. Mrs. Ulsh will be using paid leave prior to beginning uncompensated leave.

- c) Employment - The Board was requested to approve the following employees:

Substitute Employees:

Renita Brown, Nancy Downing, Jamie Hicks, Rachael Nobel, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

Barbara Madsen, extended substitute first grade teacher, effective approximately, May 1, 2011, through the end of the 2010-2011 school year. Rate of compensation will be \$223.36 per day. Mrs. Madsen will be substituting during the maternity leave of Mrs. Kelly Ulsh.

Supplemental Employees:

Alison Flores, gameworker, effective upon completion of employment paperwork. Rate of compensation will be as listed on the SA-107a, Athletic Event for Payment, as appropriate.

Classified Employee:

Heather Wolfe, regular adult patrol, effective January 25, 2011. Rate of compensation will be \$24.42 per day.

BOARD ACTION:

Mrs. Lingg made a motion to approve the employment items as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-0. Mrs. Smith did not vote.

H. Standing motions regarding Instruction

- 1) Board Policies - The Board was requested final approval for the following policies:

[218.1 Student Rights and Responsibilities](#)

[219 Student Complaint Process](#)

BOARD ACTION:

Mr. Bortner made a motion to approve the board policies as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- 2) Board Policies - The Board was requested tentative approval for the following policies:

[111 Lesson Plans](#)
[105 Curriculum](#)

BOARD ACTION:

Dr. O'Connor made a motion to approve the board policies as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 3) Board Policies - The Board was requested tentative approval for the deletion of the following policies:

[106 Course Guides](#)
[107 Adoption of Courses of Study](#)
[108 Adoption of Textbooks](#)
[109 Resource Materials](#)
[110 Instructional Supplies](#)

BOARD ACTION:

Mr. Engle made a motion to approve the deletion of the board policies as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 4) High School Program of Studies - The Board was requested to approve the High School Program of Studies: ([Memo](#)) ([Program of Studies](#))

DISCUSSION:

Dr. O'Connor stated that there was a paragraph added that the Board has the right to make changes to the Program of Studies. He had some questions about sequencing. He wondered if a student failed English I if he could take two English courses in one year. Mr. Samuelsen stated that there is room for flexibility. Dr. O'Connor wondered how it would work if the state insists that students graduate in four years. Mr. Bortner stated that the student could complete the course in the summer.

BOARD ACTION:

Mrs. Lingg made a motion to approve the High School Program of Studies as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

I. Standing motions regarding Finance

- 1) Check Register - The Board is requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$793,195.62, Construction totaling \$507,046.97, and Cafeteria totaling \$21,269.95. Grand total \$1,321,512.54.
([10](#))([12](#))([29](#))([32](#))([33](#))([34](#))([50](#))([80](#))([81](#))

BOARD ACTION:

Mr. Engle made a motion to approve the check registers as presented. Seconded by

Mrs. Lingg and passed on a roll call vote of 8-0.

- 2) Monthly Reports - The Board is requested to approve the following reports for the months of November and December ([enclosures](#))

Board Summary Report ([Dec](#))
Cafeteria Report ([Nov](#)) ([Dec](#))
Cash and Investment Report ([Nov](#)) ([Dec](#))
Tax Collector Report ([Nov](#)) ([Dec](#))
General Fund Program Details ([Nov](#))
Middle School Activity Report ([Nov](#)) ([Dec](#))
High School Activity Report ([Nov](#)) ([Dec](#))
Construction Spending ([Dec](#)) ([Jan](#))

BOARD ACTION:

Mr. Engle made a motion to approve the monthly reports as presented. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

- 3) Donations: The Board was requested to approve the following donations:

- a) Trombone - Earl Dubs
- b) French Horn - Judy Kaplan
- c) Clarinet - Barbara and Glenn Dusman
- d) Clarinet - Tony Schuman
- e) Flute - Anonymous
- f) Monetary - Anonymous
- g) Trumpet (antique) -

DISCUSSION:

Mr. Lingg stated that these donations were a result of our advertising in the last District newsletter.

BOARD ACTION:

Mrs. Lingg made a motion to approve the donations as presented. Seconded by Mr. Bortner and passed on a roll call vote of 8-0.

- 4) Lincoln Intermediate Unit #12 Proposed General Operating Budget 2011-2012 (District Contribution Portion): The Board was requested to approve the District Contribution Portion of the LIU #12 General Operating Budget for 2011-2012:

2011-2012 General Operating Budget \$9,627,618 (decrease of 1.69%)

District Contribution Portion (estimated): ([enclosure](#))

Hanover Public School District \$18,342.00

Dollar Value Increase over 2010-2011 \$435.48 (2.4%)

DISCUSSION:

Mr. Bortner wondered how the budget could have decreased but ours went up. Mr. Wentz stated that eleven districts increased and fourteen decreased. Mr. Lingg stated that she can't vote for this because we are trying to decrease our spending but this is now increasing. Mr. Wentz stated there was a 1.69% decrease but the cost is based on aid ratios so ours went up. Mr. Bortner stated that he was glad they can decrease their budget.

BOARD ACTION:

Mrs. Lingg made a motion to approve the Lincoln Intermediate Unit Proposed General Operating Budget as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-1. Mrs. Lingg cast the negative vote.

5) New Business

- a. Tax Exonerations - The Board was requested to exonerate Leroy Wentz, Tax Collector, from the collection of the following tax bills:
Bills turned over at December 31, 2010 to York County for Real Estate Taxes and Berkheimer and Associates for Per Capita Taxes:

Real Estate Taxes

2010 Real Estate Taxes to York County 373 bills \$530,820.73
2009 Real Estate Taxes to York County 6 bills \$1,221.51

Per Capita Taxes

2010 Full/Interim Berkheimer and Associates collection 1,119 Names \$22,270
2009 Interim Berkheimer and Associates collection 163 bills \$3,260
2008 Interim Berkheimer and Associates collection 19 bills \$380
2010 Full Exoneration-meet eligibility for exoneration 397 bills
\$7,670
2010 Interim Exoneration-meet eligibility for exoneration 194 bills
\$3,880
2009 Interim Exoneration-meet eligibility for exoneration 124 bills
\$2,480
2008 Interim Exoneration-meet eligibility for exoneration 11 bills \$220

DISCUSSION:

Mr. Wentz stated that this means that Leroy Wentz is not responsible to collect these taxes since the calendar year has expired. He stated that Berkheimer and Associates are now responsible for the per capita and York County for the real estate.

BOARD ACTION:

Mr. Bortner made a motion to approve the tax exonerations as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

J. Other Business

Mr. Smith announced that there was an executive session this past week with the attorney to discuss personnel issues. There will be a short executive session following this meeting for personnel issues.

Dana Yealy commented that Mrs. Hahn brought in children from the elementary school to sing the National Anthem at a sporting event recently. She thought it was really nice. Dr. Moyer commented that Mrs. Deb Smith has provided students to sing the National Anthem at every home event this year. Mr. Samuelson stated that they even sang at the gymnastics competition this week.

Mr. Smith commented on an article in the Evening Sun about the outsourcing of the cafeteria. It stated that no other school has done this. Susquehannock has been doing it for seven years. The Board does not want to lower quality of food.

K. Next meeting date:

The next Planning Meeting will be held on February 14, 2011
The next Board Meeting will be held on February 28, 2011

L. Adjournment

Mrs. Lingg made a motion to adjourn the meeting. The meeting was adjourned at 8:13 PM.