

BOARD OF DIRECTORS MEETING MINUTES

Monday, May 23, 2011

6:00 P.M.

A. Opening Business

- o Call to Order – The meeting was called to order at 6:05 PM.
- o President's Charge/Moment of Silence
- o Pledge of Allegiance

Roll Call

- Board Members present: Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Dr. O'Connor, Mr. Smith, Mr. Watson
Board Members absent: Mrs. Smith and Mrs. Lingg
- Student Board Members present: Alex Daubert, Kyle Sheely, Linsey Bowersox (alt)
- Also Present: Dr. Moyer, Mr. Musselman, Mr. Wentz, Mrs. Frock, Mr. Hain, Mr. Grimes, Mr. Hershner, Mrs. Brown, Teryl Cartwright, Reagan Bitler, HEA; Mike Vaux, HPESPA; Sara Little, HEA; Pauline Brown, Sue Wildasin, Bruce Jendras, Heather Faulhefer, Evening Sun; Linda Yowaiski, HPESPA

B. Board Resignation - The Board was requested to accept the following Board resignation:

Donna Smith, effective May 23, 2011

BOARD ACTION:

Mrs. Funk made a motion to accept the board resignation as presented. Seconded by Mr. Watson and passed on a roll call vote of 7-0.

C. Board Appointment - The Board was requested to accept the appointment of New Board Member/Swearing In: Mr. Mike Kelly

DISCUSSION:

Dr. Moyer stated that Mrs. Smith was a great asset to the board and district. Would also like to welcome Mike Kelly and feel he will be a great asset.

BOARD ACTION:

Mr. Edwards made a motion to accept the board appointment as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-0.

Mike Kelly was sworn in by Mrs. Frock as replacement of Mrs. Smith

D. Recognition of Visitors and Public Comments -

Retirement Recognition (Dr. Moyer)

Earlier this evening, the district had a retirement recognition and dinner for those retirees:

- Pauline Brown - 36.6
- Jane Brown - 36
- Roger Greer - 30
- Sue Wildasin - 17.5 years

We would like to recognize all retirees for the service to the district since they are major contributors to the success of the district. Pauline Brown stated that it has been a pleasure to work here at the district and that Hanover is her home. Retirees were recognized by the board members and student board members as they walked through the handshake line.

Caren Evans & Becky Glatfelter's Third Grade Students - Mrs. Glatfelter and Ms. Evans, third grade teachers at Hanover Street Elementary, made a presentation. They are teaching about entrepreneurship, innovation grant through YCAL. They had an ultimate goal of teaching economics and have ended up with Hawk birdhouses. Students learned how to make a good product. Their goal was 35 within the two hours. On behalf of the 3rd graders they will be presented to the board members.

Presentation - Dave Harnish (School to Work Programs) - Mr. Harnish presented an overview of the district's school-to-work program. They include culminating project, credit programs of Diversified Occupations D.O. Theory course, Work release, Intro to Manufacturing and Intro to Health Care earning college credit. In Introduction to Banking students can earn a certification through the American institute of Banking. TCA-tutoring, counseling is one to two credits for seniors only.

The non-credits are job shadowing, career opportunity program, mock interviews, ethical decision making in the workplace symposium

Student, Andy Merrel, talked about his internship program at the dentist office at Dr. Hart and Dr. Greene. He wanted to do an internship and was able to determine that he didn't want to be a dentist. He was able to change his to internship with Mrs. Smith and Mr. Baker at the middle school.

York County Alliance for Learning Mentoring Programs- Alex Daubert participated in York College entrepreneurship program taught by professor at York College for non-credit.

WOYK Sports journalism, Hanover Area Police Mentoring Program, Workplace and Career Readiness program, YCAL Educator in the Workplace

Career camp – one-week camp runs at no cost to students during summer

Dr. Moyer - commented that in several years that the senior academic year will look different in the coming years. Dave is laying the groundwork for what is coming down the road.

Cody Oldknow - District Mission (Turn-A-Round Award for HHS)
Cody addressed the board regarding his turn-a-round award, when he came to Hanover it was an astounding atmosphere along with the education. Thankful for the nurturing, challenging and inspiring - and wanted to personally thank you for being awesome

Linsey Bowersox attended the 12th annual second mile leadership program at Penn State creating a student forum group. She wanted to thank the entire board for allowing them to attend.

Linda Yowaiski, 10-year district employee, HPSEPA, parent, 26 year resident

in Hanover, made comments regarding outsourcing the cafeteria jobs which are already held by the district employees. Less staff accomplishes the same work. She wondered if we could please come up with creative ideas to retain our current employees.

E. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of the April 25, 2011, and May 9, 2011.

- o Minutes 04-25-11 ([enclosure](#))
- o Minutes 05-09-11 ([enclosure](#))

BOARD ACTION:

Mr. Bortner made a motion to approve the minutes as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-0. Mr. Kelly abstained.

F. Committee Reports

York School of Technology – Watson, Chair; Edwards (Alternate) – Mr. Watson provided minutes from the last meeting.

Recreation – Lingg, Representative; A. Smith (Alternate) – No Report

PN Advisory – Funk, Representative; D. Smith (Alternate) - Mary Brown provided an update on the program The graduates in January have all taken their Boards and have passed. Some have passed in the 94th class. There are 18 students graduating in July. The 95th class has 22 students. They are still receiving about 20 applications per month to attend the program

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 – Troy Wentz stated that April 27th was a quarterly meeting. The medical trend is 11%, trustwide 6.7; 10% trend drugs and 1.6% our trend. This is a good sign for future medical rates

Legislative Liaison with Pennsylvania School Board Association – O'Connor, Representative; Engle (Alternate) Dr. O'Connor stated that the house passed their version of budget, has been passing on legislative news. The house budget is better for education than the governors budget. Bill to be voted on tomorrow would extend Act 1, that would eliminate all of the option of exceptions. Senate - allow furloughs for economic reasons, when done with measurable objective, but bill changed to only allow by seniority.

Key Communicator's Network – All - We will hold our 4th key communicators meeting for the year on Wednesday from 11:30 am to 1 pm. All are welcome.

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

Educational Instruction Committee - O'Connor, Chair - The committee met last Monday. Most of the report will be on agenda item. It was a wonderful meeting with interaction and a number of teachers showed up to help present information. Middle school administration also presented a change in student schedule for 20 minutes of collaborative time. They would have department meetings similar to the high school. This would allow for both meeting to get together to work on grades 5-12. The actual student instruction time lost will be almost nil.

Sheppard and Myers Promotional - Bortner, Engle, Lingg - Mr. Bortner asked that you take a look at the current status on sheppardmyers.org and various types of patrons through contribution level. Contribution can be made directly on the website with paypal and/or credit cards directly on the site. National Guard just took down all lights, poles and scoreboard. Savings through the National Guard was estimated at \$50,000. Dr. Moyer would like to thank Heather Faulhefer at Evening Sun on the article she did to cover the National Guard.

Mr. Smith stated that a small group of volunteers did the demolition of metal and tore down concession stand. This was all completed on a volunteer basis. Anthony Funk brought a bucket truck. They received two checks in the amount of \$2252 for scrap they sold. All district property we scrapped and sold but taking this out saved that money from the contractors taking it. We are still anticipated additional monies from more scrap.

Dr. Moyer also wanted to thank Mr. Smith for all of the volunteer time and his own equipment to help out at Sheppard and Myers.

Student Board Members - Daubert, Sheely, Bowersox (alternate)

Lindsey Bowersox discussed track. Kyle Sheely discussed how successful the Link Crew was during this past school year; underclassman finals. He stated that students do respect the Board and wanted to thank them. Alex Daubert stated that the drama department took two scenes FROM Grease to the Strand. The end of year finals are Tuesday and Wednesday. The last day of classes is Thursday this week for seniors The senior trip is to Dorney Park on Tuesday. He has been in the district for all 13 years of his career. He wanted to thank the Board for all they do and hope to see everyone at campus night and graduation.

G. Superintendent's Report

- York County School of Technology ([enclosure](#))
- AMVETS donation ([enclosure](#)) \$30,000 check for the press box at S&M complex
- Statewide Impact of 1 Billion Dollar Cut K-12
- Campus Night/ Graduation - board invited to attend
- Track & Field (18 student athletes qualify for districts)
- Girl's Softball District 3 Game (5/26 vs Kutztown-location & time tba)
- Athletic Booster Banquet (all sports-Banner Year for Nighthawks!) kudos to booster, athletic director and coaches - did a fantastic and successful year.

Dr. Moyer reported kudos to our students at York County School of Technology. Highlight some of our students.

YWCA on Thursday evening program on bullying
McDonald's skip the kitchen night was successful. He wanted to thank them for allowing Hanover Street to conduct the project. Hanover Street received 20% of proceeds for that evening.

H. Standing motions regarding personnel

1) New Business:

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

Supplemental Employee:

Bonnie Bowers, COSMIC Program cafeteria assistant beginning June 21, 2011, with an end date either of June 30, 2011 or July 21, 2011, dependent upon status of cafeteria outsourcing. Rate of compensation will be at her regular hourly rate at 6.5 hours per day.

Summer Workers:

Emily Descheemaeker - Summer Maintenance (returning)
Ethan Gross - Rate \$7.25/hr (new) (enclosure)
Cody Oldknow - Rate \$7.25/hr (returning)

Classified Employee:

Tammy Deardorff, adult patrol, effective May 24, 2011. Rate of compensation will be \$24.42 per day ([enclosure](#)).

- b) Resignation - The Board was requested to approve the following resignation:

Professional Employee:

Lindsay Pareja, middle school nurse, effective June 1, 2011.

Patricia Sprenkle, elementary teacher, effective June 3, 2011, the end of the 2010-2011 school year.

Classified Employee:

Joann McGee, full-time custodian second shift custodian, effective May 27, 2011.

Wayne Wisensale, part-time second shift custodian, effective June 2, 2011.

Louise Bankert, adult patrol and lunchroom/playground supervisor, effective May 19, 2011.

- c) Approval to Advertise - The Board is requested to approve to advertise for the following position:

Custodian - full-time
Custodian - part-time

BOARD ACTION:

Mr. Watson made a motion to approve the employment items as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

- d) Conferences/Workshops- The Board was requested to approve the following request for an overnight trip:

Jason Weigle	PIAA State Track and Field Championships
Gregg Yingst	Shippensburg University
Robert Descheemaeker	May 27-28, 2011
Joseph Sorice	Cost- \$880.00 (includes 6 athletes)

BOARD ACTION:

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

I. Standing Motions regarding Instruction

- 1) School Physicians - The Board was requested to approve the school physicians for the 2011-2012 school year.

School Physicians

Dr. Kurt Thomas (Consulting Physician)
Dr. Thomas Rapp
Dr. Douglas Masucci

School Dentists

Dr. Henry Hoffacker
Dr. Lesley Baratz

BOARD ACTION:

Dr. O'Connor made a motion to approve the school physicians as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

- 2) Language Arts Material - The Board was requested to approve the Language Arts Material for the 2011-2012 school year ([Holt McDougal](#) 6-8th grades) ([McGraw Hill](#) K-4th grades) ([Houghton Mifflin Harcourt 5th grade](#)).

DISCUSSION:

Mr. Engle questioned. Dr. O'Connor reported information from the committee. Combo of English and Reading, skills towards communication. K-8 is a new series of curriculum. Teachers/staff over the past years have been reviewing various LA series information and picking out some of the best. They recommended this 6-8 grades, 5- journeys, K-4 treasures. Some of the advantages, current resource are 9 years old before PSSA and state standards. This new series is in line with the new requirement. Engle asked what the cost was to the district. Why use three different publishers. It was stated that all publishers blend together, all of them now provide additional materials for ESL materials, readers above or below reading level, fluency and comprehension additional materials. Will bring more consistency between teachers and

grade levels. Over the past teacher were adding their own materials to try to bring it in line with the standards. Pleased at how helpful and enthusiastic about the opportunity to present.

Budget -significant cost to this program, part of the cost \$68,000 out of the total will be provided by Title 1 stimulus money and must be ordered and received by June 30, in order to pay for this out of budgeted textbook accounts, \$74,000 from this year's budget and additional monies from unspent staff development. Will be able to still expect \$600,000? When they talked to committee still working on LA curriculum and may not be ready for maybe up to a year in the LFS format posted for all to see. Do we purchase the series to help guide the curriculum or do we write the curriculum and then try to find the text to match?

Mrs. Funk with stimulus money should go ahead and spend the \$68,000 because she wants to see it used. She proposed on rest of expenditures the committee could continue to meet to discuss. Mr. Bortner asked if we need to purchase all three programs. Mr. Musselman stated between the 5-8 program the biggest thing is the teachers have worked together all year and current text is nine years old and not aligned with current standards. The group still has some clean up work and still needs to have administrative review of the curriculum. Materials cannot drive our curriculum and will have resources. Every student will have same materials should they move from school to school and across all the buildings. Do want to use our stimulus money, not one individual program when comparing other programs all within the same costs. Mr. Smith questioned is all of the costs shipping and not handling, no one came back with a different cost. There are projectors in two elementary schools and wondered if this work be done over the projector instead of book based.

Mr. Musselman stated that all programs have technology programs built in. They did look totally at technology integration at the elementary programs. They are looking at all elementary children have a book in their hand. Middle school only looking to put materials in hands of middle school students who do not have high speed internet access at home but plan to use a lot of technology based in middle school.

Dr. O'Connor asked if we went to an on-line program in the future, programs would have enough technology. For grades 5-8 only buying classroom editions, and some extras. At the elementary level more because of putting books into all children's hands.

Mr. Smith questioned that if this is a progressive thing if we only get 5-8, what happens to the kids coming up from lower levels.

Staff development money is included in the cost.

Mr. Watson said that documents at one of our meetings that said no textbooks would not be purchased. Table the motion to buy the textbooks until the curriculum is done. Mrs. Funk felt that we should spend stimulus money. Dr. O'Connor wanted to amend the motion tonight to only spend the \$68,000 tonight. Mr. Musselman asking for clarification. Mr. Watson asking why we should buy the series or is there other items.

Materials for language arts material and supplies up to the amount of the stimulus money. Mr. Kelly asked that why buy just the 5-8, and not buy the whole curriculum K-8. Mrs. Funk stated that she needs time to study to make sure that everything will fit into the series. She only had an hour meeting to digest.

BOARD ACTION:

Dr. O'Connor made a motion to approve the language arts materials as presented. Seconded by Mrs. Funk.

Dr. O'Connor amended the motion to approve the series on grades 5-8. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

3) New Business/Informational

- a) Changes to Program of Studies/high school - The Board is requested to approve changes to the Program of Studies for the High School.
 - family and consumer science .5 credit
 - safety ed. eliminated
 - added 1 credit to electives

DISCUSSION:

The safety ed .5 credit will be combining each course to combine into two part course requirement.

BOARD ACTION:

Mr. Bortner made a motion to make changes to the program of studies for the High School as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 4) 2011-2012 Preliminary Budget Adoption - The Board was requested to approve the preliminary General Fund Budget for the 2011-2012 school year with expenses of \$26,520,601. (1.3% decrease)

DISCUSSION:

Dr. O'Connor congratulated the Administration in cutting expenditures by 1.3%.

BOARD ACTION:

Mr. Engle made a motion to approve the 2011-2012 Preliminary Budget as presented. Seconded by Dr. O'Connor and passed on a roll

call vote of 7-0. Mr. Kelly abstained from the vote in order to be given time to review information.

- 5) 2011-2012 Preliminary General Fund Budget Millage Rate - The Board was requested to approve a millage rate increase of .19 mills (1%), from 19.07 mills to 19.26 mills.

BOARD ACTION:

Mr. Engle made a motion to modify the motion to include no tax increase and no millage increase. Seconded by Mr. Bortner and passed on a roll call vote of 7-0. Mr. Kelly abstained from the vote.

- 6) INFORMATIONAL ITEM - Homestead/Farmstead Update

DISCUSSION:

Mr. Wentz commented we received 3,506 approved homestead with the average tax decrease to be \$164. Board will be asked to approve that at the June meeting. Money is generated through slots revenue from the State.

- 7) Depository and Banking Institutions - The Board was requested to approve Susquehanna Banks as depository and PLIGIT and PSDLAF as banking institutions for the 2011-2012 school year.

BOARD ACTION:

Mr. Bortner made a motion to approve the Depository and Banking Institutions as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 7-0. Mr. Kelly abstained from the vote since he is an employee of the bank.

- 8) Custodial Bid Approval (internal) - The Board was requested to approve the following custodial bid items:

Xpedx	\$4,799.80
ASJ Imaging Systems, Inc.	<u>259.70</u>
Total	\$5,059.50

BOARD ACTION:

Mrs. Funk made a motion to approve the custodial bid approval as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- 7) Joint Purchasing (LIU #12) Bid for Art, Custodial, General Supplies, and Paper Bid Award - The Board was requested to approve the following bid items:

<u>Art</u>	
Blick Art Materials	\$ 620.66
Commercial Art Supply	\$ 589.90
Elgin School Supply Inc.	\$ 23.31
Kurtz Brothers	\$ 891.17
National Art and School Supplies	\$2,208.63

Office Basics Inc.	\$ 880.47
Pyramid School Products, Inc.	\$2,068.71
Quill	\$ 220.19
School Specialty Inc.	<u>\$ 694.64</u>
Total	\$8,197.68

Custodial Supplies

Allied Cleaning Technologies	\$1,604.25
Calico Industries, Inc.	\$ 243.60
Hassinger & Company, Inc.	\$ 290.40
Hillyard Inc.	\$9,708.00
Holt Paper & Chemical, Inc.	\$ 34.39
Mike Cummings Company, Inc.	\$1,555.00
Quaker City Paper Co.	\$1,663.20
The Sherwin-Williams Co.	\$8,582.50
Xpedx-Harrisburg	<u>\$8,167.75</u>
Total	\$31,849.09

General Supplies

AFP Industries, Inc.	\$ 447.40
Elgin School Supply Co Inc.	\$ 349.92
Kurtz Brothers	\$3,363.62
National Art & School Supplies	\$3,686.96
Office Basics, Inc.	\$2,975.54
Pyramid School Products, Inc.	\$2,575.68
Quill	\$2,265.00
School Specialty, Inc.	<u>\$2,208.58</u>
Total	\$17,872.70

Paper

Contract Paper Group Inc.	\$ 1,856.70
Kurtz Brothers	\$ 2,961.36
Lindenmeyr Munroe Paper	<u>\$17,212.62</u>
Total	\$22,030.68

BOARD ACTION:

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

- 7) Donations - Musical Instrument Donations - The Board was requested to approve the donation of a flute by Sharon Koblitz and a violin by an unknown donor.

DISCUSSION:

Mr. Smith said thank you and Mr. Wentz would send a thank you note

BOARD ACTION:

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

- 8) Student Activity Account - Middle School 6th Grade Activity Fund - The Board was requested to approve a 6th Grade Student Activity Fund account for the Middle School.

DISCUSSION:

Dr. O'Connor was concerned about what it is all about and is requesting more information

BOARD ACTION:

Dr. O'Connor made a motion to approve the student activity account as presented. Seconded by Mr. Bortner

DISCUSSION:

Dr. O'Connor made a recommendation to table. Seconded by Mrs. Funk and passed on a roll call vote 8-0.

- 9) April Monthly Reports - The Board was requested to approve the following reports for April (enclosures):

[Tax Collector Report](#)
[Investment Report](#)
[Board Summary Report](#)
[Cafeteria Report](#)
[Student Activities Report - MS](#)
[Student Activities Report - HS](#)
[Construction Spending](#)

BOARD ACTION:

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

- 10) Check Register - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$1,147,242.58, Capital Reserve totaling \$11,610.19 Construction totaling \$1,001,388.87, and Cafeteria totaling \$32,201.53. Grand total \$2,192,443.17. (enclosures)

[\(10\)](#) [\(12\)](#) [\(13\)](#) [\(29\)](#) [\(30\)](#) [\(32\)](#) [\(33\)](#) [\(34\)](#) [\(35\)](#) [\(50\)](#) [\(80\)](#) [\(81\)](#)

BOARD ACTION:

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

11) Athletic Supplies and Equipment Bid Approval (internal)

DISCUSSION:

This will be voted on at the next meeting.

12) Treasurer Appointment for 2011-2012 - The Board was requested to appoint Dr. Jim O'Connor as the treasurer for the 2011-2012 school year.

BOARD ACTION:

Mr. Bortner made a motion to approve Dr. Jim O'Connor as the treasurer for the 2011-2012 school year. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

13) Transportation 2011-2012 RFP - The Board was requested to approve F&S Transportation for the Athletic, Band, and Field Trips transportation for the 2011-2012 school year ([enclosure](#)).

DISCUSSION:

Dr. O'Connor said that he was assuming that our options are out with South Western. Dr. Moyer stated that we have not heard back from them.

BOARD ACTION:

Mr. Engle made a motion to approve the transportation as presentation. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

K. Other Business

Mrs. Funk handed out paper, and read the resignation presented by Christine Wolfe. She stated that there is an incident everyday at the corner of Moul Avenue and Wilson Avenue. Police officer was out. (Copy of the resignation letter is attached to minutes.) She recommended that the board meet with the Borough officials and not go away. Mr. Smith charged the administration with talking with the borough.

L. Public Comment

Mr. Jendras commented on that there was no tax increase approved.

Mrs. Yowaiski made a comment about the intersection.

M. Next meeting date:

The next Planning Meeting will be held on June 13, 2011

The next Board Meeting will be held on June 27, 2011

N. Adjournment

Mr. Bortner made a motion to adjourn the meeting. The meeting was adjourned at 8:40 pm