

BOARD OF DIRECTORS MEETING MINUTES

Monday, June 27, 2011

6:00 P.M.

A. Opening Business

- Call to Order – The meeting was called to order at 6:00 PM.
- President's Charge/Moment of Silence
- Pledge of Allegiance

Roll Call

- Board Members present: Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mr. Watson
- Board Member absent: Mr. Bortner
- Also Present: Dr. Moyer, Mr. Musselman, Mrs. Dubbs, Mrs. Frock, Mr. Grimes, Mrs. Brown, Mrs. Gunnet, Mr. Czap, Mr. Flores, Mr. Samuelson, Mike Vaux, HPESPA; Bruce Jendras, Cindy Jendras, Jane Gross, Reagan Bitler, HEA; Becky Glatfelter, HEA; Linda Yowaiski, HPESPA; Shirley Moncrief, HPESPA; Kristin Hahn, HEA

B. Recognition of Visitors and Public Comments - None

C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of the May 23, 2011, and June 13, 2011.

- Minutes 05-23-11 ([enclosure](#))
- Minutes 06-13-11 ([enclosure](#))

BOARD ACTION:

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

D. Committee Reports

York School of Technology – Watson, Chair; Edwards (Alternate) – Three students from Hanover graduated recently from York School of Technology. The ceremony was held at the Toyota Arena at the York Fairgrounds. There were over 300 graduated and the class president presides over the ceremony.

Recreation – Lingg, Representative; A. Smith (Alternate) – There was a meeting on May 26th to discuss the Summer Rec Program.

PN Advisory – Funk, Representative – Mary Brown distributed an announcement/invitation for graduation on July 14. The new class will begin next week.

Meet & Discuss Professional, Classified & Administrative – Lingg, Chair; Bortner, Funk, – 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) – Board members are urged to make calls to legislators regarding the bill currently being voted on regarding school vouchers/furloughs. The bill is being voted on along with the budget, which should be settled in a few days. This would give money to parents in under performing schools and parents could choose another school. This would even add more cuts to Public Education. Dr. O'Connor urged Board members to call Senator Waugh and Representative Tallman. Another bill that affects school boards that are having a primary election no decision could be made in that year from October 1 through Reorganization except in the case of an emergency.

Key Communicator's Network – All – The last meeting of the year was a couple of weeks ago. The minutes are posted to the committee.

Policy Committee – Lingg, Chair; Funk, O'Connor, Engle, Watson (Alternate) – The next meeting is July 13th and they will be discussing policy 217.

Educational Instruction Committee - O'Connor, Chair; Funk, Watson – The committee meets on Tuesday, June 28th at 4:00. The topic will be Language Arts curriculum and recommendation.

Sheppard and Myers Promotional - Bortner, Engle, Lingg – They are starting to discuss the dedication ceremony.

E. Superintendent's Report

- Providence Church-"Hands for Change", Mike Rubin – They were providing free lunches to all Hanover School students at the Middle School. There was not a large response. They were looking to offer next year at an elementary school.
- PDE Special Ed Report Approval – A mid progress report was approved for the strategic plan.
- Strategic Plan Update - Long-term Goals/Vision – This is part of the strategic plan and will be updating this summer.
- PSSA Assessment info. (local assessments/quarterly grades/benchmark assessment, etc) – It was felt that the state average should be the bar to reach. The Administration is looking at state averages and final information. Preliminary numbers show some areas to celebrate and some for growth.
- School/Borough Relations-Wilson/Moul Intersection, Jr. Councilman-(Linsey Bowersox) – Dr. Moyer and Mrs. Frock recently met with the borough manager and police chief regarding the intersection at Moul and Wilson Avenues. They are getting more information and will have another meeting to discuss strategies. They are open to suggestions. Linsey Bowersox will become the junior councilman and will attend the borough meetings. This will help to bridge the gap between the district and the borough. Mrs. Funk wondered if she could know the meeting date with the borough regarding the intersection. Dr. Moyer stated that they are contacting PennDOT and will keep her posted.
- Student Takeover day – Students from the high school will be participating next school year with this at the Borough with the approval of Mr. Samuelson and Mr. Bauer.
- Dissertation Defense (Dr. Pam Smith) – She defended her dissertation recently and received her doctor's degree.
- June 29 Leadership Workshop/Utz (Board members attending??) – The leadership workshop will take place at Utz on June 29th. Board members are invited

to attend. If you are interested, please contact Lois Dubbs. These are the seven items that the leadership team will be focusing on. They will be looking how they fit in to long-term goals.

Student Achievement/Local Benchmark Assessments (Formative)
Curriculum (1 day per cycle)....collaboration time
Evaluation/Accountability (Principal/Teacher & Support Staff)
Inventory Control
Cyber School
Budget 2012/2013
Long-Term Goals/Strategic Plan

- Coach Greg Yiengst - Girl's Track Coach of the Year (YAIAA) - Congratulations to Coach Yiengst on being selected Coach of the year for track. This was done with all away track meets.

- S & M...Work has begun! – Bulldozers, trailers and people are now at work. They are hopeful that the stadium will be available for homecoming on October 21st.

F. Standing motions regarding personnel

- 1) Coaching and Co-Curricular Increases for the 2011-2012 school year. The Board was requested to approve no change to the ranges for the 2011-2012 school year with a 2% increase for those below the midpoint and a 1% increase for co-curriculars at or above midpoint ([enclosure](#))

BOARD ACTION:

Dr. O'Connor made a motion to approve the coaching and co-curricular increases for 2011-2012 as presented. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

- 2) Supplemental/Substitute Rate Schedule for 2011-2012. The Board was requested to approve the 2011-2012 Supplemental/Substitute Rate Schedule ([enclosure 1](#)) ([enclosure 2](#)) ([enclosure 3](#)).

BOARD ACTION:

Mr. Engle made a motion to approve the supplemental/substitute rate for 2011-2012 as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- 3) Non-Bargaining Unit Classified Position Rate Increase - The Board was requested to approve increases for the 2010-2011 school year for the following Non-Bargaining Unit Classified Position in addition to four (4) furlough days. ([enclosure](#))

Secretary to the Personnel Administrator and Business Manager
Payroll Clerk
Confidential Secretary/Accounting Clerk to Business Manager
Secretary to the Superintendent and Assistant Superintendent
Adult Patrols

BOARD ACTION:

Mrs. Funk made a motion to approve the non-bargaining unit classified position increases as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

G. Standing Motions regarding Finance

- 1) Student Activity Account - Middle School 6th Grade Activity Fund – The Board was requested to approve a Middle School 6th Grade Student Activity Account ([enclosure](#))

BOARD ACTION:

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

- 2) Student Accident and Sports Insurance ([enclosure](#)) - The Board was requested to approve the Sports Insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance

All Sports (grades 7-12):

Plan AA, \$1,000,000 medical maximum

Total premium \$6,895 (\$6,695 prior year) includes additional rider for students school to work programs

Optional Student Accident Insurance (offered to parents to purchase)

Plan A Primary Benefits

\$1,000,000 medical maximum

Total premium \$88.00 24 hour coverage (no increase)

School time coverage \$22.00 (no increase)

Dental (to be purchased with above plans) \$8.50 (no increase)

BOARD ACTION:

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

- 3) Athletic Supplies and Equipment Bid (internal) ([enclosure](#)) 13 total vendors bid- The Board was requested to approve the following athletic supplies and equipment bids for 2011-2012:

Aluminum Athletic Equipment Co.	\$ 2,370.00
ARC Sports	\$ 279.00
Longstreth	\$ 477.15
S & S Worldwide	\$ 6.07
Schutt Reconditioning	\$ 1,206.63
Sport Supply Group Inc.	\$ 961.54
Sportsman's	\$ 11,306.33
Triple Crown Sports	\$ 1,314.30
US Specialty Coatings	\$ 149.00
Total	\$ 18,070.02

BOARD ACTION:

Mr. Engle made a motion to approve the athletic supplies and equipment bid as presented. Seconded by Dr. O'Connor and passed on a roll call vote

of 8-0.

- 4) LIU Custodial Bid - The Board was requested to approve the following LIU Custodial bid item addition for the 2011-2012 school year ([enclosure](#)):

Quaker City Paper Company \$3,869.00

BOARD ACTION:

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

- 5) Cafeteria Meal Pricing 2011-2012 - Approval of the meal pricing for the 2011-2012 school year:

Breakfast \$1.00 (no change)
Elementary Lunch \$2.10 (previously \$2.00)
Secondary Lunch \$2.35 (previously \$2.25)
Adult Lunch \$3.00 (no change)
Milk \$0.50 (no change)

BOARD ACTION:

Mrs. Funk made a motion to approve the cafeteria meal pricing 2011-2012 as presented. Seconded by Mr. Engle.

DISCUSSION:

Dr. O'Connor asked that this be moved to the end of the agenda and move to executive session prior to the vote.

BOARD ACTION:

Mrs. Funk made a motion to delay until the end of the meeting. Seconded by Mr. Engle and passed on a vote of 8-0.

- 6) Non Resident Tuition Approval 2011-2012 ([enclosure](#)) -The Board was requested to approve the Non Resident Tuition Rates for the 2011-2012 school year Elementary \$10,299.17 or \$57.22 per day (\$10,073.69 prior year) Secondary \$11,098.39 or \$61.66 per day (\$11,097.51 prior year)

BOARD ACTION:

Mrs. Lingg made a motion to approve the non resident tuition approval for 2011-2012 as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

- 7) Check Register - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$2,079,965.32, Construction totaling \$1,554,503.10, Capital Reserve totaling \$4,907.34 and Cafeteria totaling \$9,230.68. Grand total \$3,648,606.44 ([enclosures](#)).
([10](#)) ([12](#)) ([13](#)) ([28](#)) ([29](#)) ([32](#)) ([33](#)) ([34](#)) ([50](#)) ([80](#)) ([81](#))

BOARD ACTION:

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

- 8) Monthly Reports -The Board was requested to approve the following reports for the month of May (enclosures).

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

BOARD ACTION:

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

- 9) 2011-2012 Final General Fund Budget Adoption - The Board was requested to approve the final adoption of the 2011-2012 General Fund Budget with total expenditures of \$26,520,601 as presented at the May 23, 2011, board meeting. Final budget adoption in the amount listed above includes no increase of the real estate tax levy of 19.07. In addition the Board was requested to approve the per capita tax (Act 679) for \$5.00, the per capita tax (Act 511) for \$5.00 and the occupational tax at \$10.00. In addition, the earned income tax at .5% and real estate transfer tax at .5%

BOARD ACTION:

Mr. Engle made a motion to approve the 2011-2012 final general fund budget as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

- 10) Homestead/Farmstead - The Board was requested to approve the receipt and disbursement of \$574,312.19 from the state as part of the Act 1 tax reduction. The result is a reduction on the assessment of approved homestead properties of approximately \$8,599, this equates to approximately \$164 in tax reduction for approved homesteads.

BOARD ACTION:

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

- 11) Installment Payment of Taxes - The Board was requested to approve the installment payment dates of taxes as first installment due September 15, second installment due October 15 and third installment due November 15. To qualify for the installment payments the first installment payment must be paid by the due date. A 10% penalty will be added to installment payments paid after the installment due date.

BOARD ACTION:

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

- 12) GASB 54 Wording - The Board was requested to approve the re-

commitment of funds, similar to presentation on Audited Financial Statements from June 30, 2011, and to approve the spending sequence of unassigned, assigned and committed funds as described in GASB 54 and in relation to pending policy currently before the policy committee ([enclosure](#)).

DISCUSSION:

Dr. O'Connor wondered if we could use the wording from the auditor's report, which gave a great description. The motion is to commit funds to one of four terms. Mr. Edwards stated this is a recommitment to existing accounts. Dr. O'Connor stated that we only have part of it currently committed.

BOARD ACTION:

Mrs. Lingg made a motion to approve the GASB 54 Wording as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 13) Donation - The Board was requested to approve a donation of a Clarinet from Tania Kuhn.

BOARD ACTION:

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

H. Standing motions regarding Building and Grounds

- 1) PlanCon I - The Board was requested to approve PlanCon I for Hanover Street ([enclosure](#)):

DISCUSSION:

Mr. Smith stated that this was a late addition to the agenda since we are now in excess of three percent in changes for Hanover Street. The three percent would be \$149,367 and we are now at \$162,878. Mr. Engle stated that the two layers of roof is still unknown. Mr. Smith stated that there will be an additional \$20,000 charge from Lobar for the roof. The big chunk of the additional cost would be the terrazzo at \$117,000. Mr. Kelly stated that he would like the chance to review prior to the meeting. Dr. Moyer stated that because of the sensitivity he felt compelled to add this motion to the agenda. He stated that terrazzo will be on for generations to come. Mr. Smith stated that PlanCon I may help to push along PlanCon G & H and see some reimbursement. Dr. O'Connor stated that this is standard filing and he was amazed that we don't have to do one for Washington. He felt that this is hard to do without change orders. He complimented Jim Baumgardner on his work.

BOARD ACTION:

Mr. Engle made a motion to approve PlanCon I for Hanover Street as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 8-0.

BOARD ACTION:

Dr. O'Connor made a motion to move into executive session. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

The board adjourned to an executive session at 6:40 PM. The Board reconvened at 6:55 PM.

Cafeteria Meal Pricing 2011-2012 - Approval of the meal pricing for the 2011-2012 school year:

Breakfast \$1.00 (no change)
Elementary Lunch \$2.10 (previously \$2.00)
Secondary Lunch \$2.35 (previously \$2.25)
Adult Lunch \$3.00 (no change)
Milk \$0.50 (no change)

DISCUSSION:

Dr. O'Connor stated that the true cost of a meal is \$3.72 per meal. Mrs. Lingg stated that she was in favor of increasing meals by ten cents each. Mr. Kelly stated that ten cents was more than fair.

BOARD ACTION:

Dr. O'Connor made a motion to increase lunch menus for students by twenty cents for a total cost of \$2.20 for elementary students and \$2.45 for secondary students. Seconded by Mrs. Funk and was defeated on a roll call vote of 2-6. Mr. Watson, Mr. Edwards, Mr. Engle, Mr. Kelly, Mrs. Lingg and Mr. Smith voted negative.

DISCUSSION:

Dr. O'Connor stated that he would like to make an amendment to increase the adult lunches closer to the \$3.72 amount for a total cost of \$3.50. Mr. Kelly stated that he supported the proposed \$3.00 amount for adult lunches.

BOARD ACTION:

Dr. O'Connor made a motion to increase the adult lunch from \$3.00 to \$3.50. Seconded by Mrs. Lingg and was defeated on a roll call vote of 2-6. Mr. Edwards, Mr. Engle, Mr. Kelly, Mrs. Lingg, Mr. Smith and Mr. Watson cast negative votes.

BOARD ACTION:

Mr. Engle made a motion to accept the cafeteria meal pricing as previously presented. Seconded by Mrs. Lingg and passed on a roll call vote of 7-1. Dr. O'Connor cast the negative vote.

- I. Other Business
- J. Public Comment

Mr. Engle stated that the Budget and Finance Committee will only meet once in July -- on July 25th at 4 PM and the last meeting of the month of August.

Mr. Smith stated that there was an executive session prior to the meeting to discuss personnel issues.

Bruce Jendras wondered if the strategic plan and budget is available on the website. Dr. Moyer stated that the budget should be posted on the website in a few days.

Mr. Smith announced there will be an executive session following the meeting to discuss personnel issues.

K. Next meeting date:

The next Planning Meeting will be held on July 11, 2011

The next Board Meeting will be held on July 25, 2011

L. Adjournment

Mrs. Lingg made a motion to adjourn the meeting. The meeting was adjourned at 7:08 PM.