

## BOARD OF DIRECTORS MEETING AGENDA

Monday, July 25, 2011

6:00 P.M.

### A. Opening Business

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

#### Roll Call

- Board Members present: Mr. Bortner, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Smith
- Board Members Absent: Mr. Edwards and Mr. Watson
- Also Present: Dr. Moyer, Dr. Smith, Mr. Wentz, Mrs. Gunnet, Mr. Grimes, Mrs. Brown, Mr. Flores, Mrs. Frock, Mr. Samuelsen, Mr. Czap, Mike Vaux, HPESPA; Jane Gross, HPESPA; Vickie Kozdron, Linda Yowaiski, HPESPA; Sara Enoff, Heather Faulhefer, Evening Sun

### B. Recognition of Visitors and Public Comments - None

### C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of June 27, 2011, and July 11, 2011.

- Minutes 06-27-11 ([enclosure](#))
- Minutes 07-11-11 ([enclosure](#))

#### BOARD ACTION:

Dr. O'Connor made a motion to approve the minutes as presented. Seconded by Mrs. Lingg and passed on a roll call vote of 7-0.

### D. Committee Reports

York School of Technology – Watson, Chair; Edwards (Alternate) – No Report

Recreation – Lingg, Representative; A. Smith (Alternate) – Mrs. Lingg shared that there will be a meeting on Thursday, July 28, 2011, and she will have a report for the next meeting.

PN Advisory – Funk, Representative – Mrs. Funk shared that it was a pleasure for she and Mrs. Lingg to attend the graduation ceremony on July 17, 2011, at 7:30 PM. Mrs. Funk stated that it is so nice to see us giving back to the community. She invited other board members to attend at least one of the graduation ceremonies and stated that the program and the celebration should make Hanover District proud. It was a beautiful ceremony. Mrs. Brown shared that the eighteen graduates appreciated the presence of the two board members at the graduation and the graduates are either furthering their education or are employed.

Meet & Discuss Professional, Classified & Administrative – Lingg, Chair; Bortner, Funk - No Report

Joint Wage Tax –Edwards, Representative; O'Connor (Alternate) – Mr. Edwards is attending the meeting tonight and will report at the next board meeting.

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 shared that the legislatures are on leave until September. PSBA is encouraging people to attend the PSBA conference in October which will have many breakout sessions.

Key Communicator's Network – All – No meetings until fall meeting.

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

Educational Instruction Committee - O'Connor, Chair; Funk, Watson – The next meeting will be the third Monday in August. Mr. Smith commended the educational instruction committee for their commitment to the purchase of language arts materials for the elementary. Mr. Smith asked if materials had been ordered. He was told that they had by Dr. Moyer.

Sheppard and Myers Promotional - Bortner, Engle, Lingg – There will be a meeting on Wednesday at 3 PM to discuss some additional options.

#### E. Superintendent's Report

- August Student Achievement Presentations (Elementary 8/8-Secondary 8/29) – Dr. Moyer shared that the administration will be sharing student achievement information with the board in August. Elementary will present on August 8, 2011, and the Secondary on August 22, 2011.

- Division of Federal Programs (Maintenance of Fiscal Effort) ([enclosure](#)) – The District received a very complimentary letter from the Division of Federal Programs commending us as responsible fiscal management in relation to Federal Programs.

- York Revolution Night (Sept. 14) - HPSD Family – There will be a Hanover Public School District night at the Revs on September 14<sup>th</sup>. All of the HPSD family are invited. More information to come and everyone in the community is encouraged to attend.

- Construction Progress...(Running Records) – Meeting and updates coming soon by Jim Baumgardner, architect. It was noted that Washington is on schedule; Hanover Street is slightly behind schedule and Sheppard and Myers is advancing at warp speed. Mr. Mike Hartman is the project observer at Sheppard and Myers.

- Proposed Administrative Alignment –

- Policy & Buildings and Grounds Committees - AI (Lindy/Art)

- Budget & Finance - Troy (Rick)

- Educational Programs - Tom/Pam (Jim O)

This was discussed with Policy, Building and Grounds, Budget and Finance and Educational Programs. This will be a one-year trial period as a result of the assistant superintendent's resignation and also as a pre cursor to the 2012-2013 budgetary needs.

- F. Director of Secondary Education Report - Dr. Smith  
- COSMIC Program - The program was held at the Middle School from June 27 to July 22. Crime Scene Investigation was the emphasis with math and science.
- Camps.....The first day of fall sport practice is August 15.
  - Reminder about physicals – They will be held August 9 and 11 from 5-7:30 PM at the Hanover High School in conjunction with Hanover Hospital
  - Volleyball camp was run last week by Mr. Bitler for Middle School students. He will be running a varsity camp the first week in August.

G. Standing motions regarding Personnel

- 1) Resignation- The Board was requested to approved the following resignation:

Administrative:

Richard Musselman, Assistant Superintendent, effective August 17, 2011.

BOARD ACTION:

Mrs. Lingg made a motion to approve the resignation as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-0.

- 2) Job Descriptions/Addendums - The Board was requested to approve the changes to the administrative job descriptions and stipends as noted on the attachments ([enclosure 1](#)) ([enclosure 2](#)) ([enclosure 3](#)) ([enclosure 4](#)) for time periods as noted.

BOARD ACTION:

Mrs. Lingg made a motion to approve the job descriptions/addendums as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-0.

- 3) Addendum to the Collective Bargaining Agreement- Recommend that the Board approve the Addendum to the Collective Bargaining Agreement between the District and the Hanover Public Education Support Personnel Association, which modifies certain terms and conditions of employment for cafeteria employees ([enclosure](#)) ([enclosure 2](#)) ([enclosure 3](#)) ([enclosure 4](#)).

BOARD ACTION:

Mr. Bortner made a motion to approve the addendum to the collective bargaining agreement as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- 4) Act 93- The Board was requested to approve the attached Act 93 Agreement, effective July 1, 2011 to June 30, 2013 ([enclosure](#)).

BOARD ACTION:

Mrs. Lingg made a motion to approve the Act 93 agreement as presented. Seconded by Mr. Bortner and passed on a roll call vote of 7-0.

5) Approval to Advertise

Head Custodian - Full-time

DISCUSSION:

We will be very busy this fall and the sooner we fill this the better. Mr. Smith clarified that this is the position in the Middle School.

BOARD ACTION:

Mr. Engle made a motion to approve the request to advertise as presented. Seconded by Mrs. Ling and passed on a roll call vote of 7-0.

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

Coaching Staff:

Coaching staff as shown on the attached listing for the 2011-2012 school year ([enclosure](#)) ([enclosure 2](#)) ([enclosure 3](#)) ([enclosure 4](#)).

Co-Curricular Staff:

Co-Curricular staff as shown on the attached listing for the 2011-2012 school year ([enclosure](#)).

BOARD ACTION:

Dr. O'Connor made a motion to approve the employment items as presented. Seconded by Mr. Kelly and passed on a roll call vote of 7-0.

H. Standing Motions regarding Finance

- 1) INFORMATIONAL ITEM - Variable Rate Debt Update (enclosure) – Mr. Wentz shared that the board members had access to the enclosures for variable debt and no questions were raised.
- 2) Monthly Reports -The Board was requested to approve the following reports for the month of June (enclosures).

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

DISCUSSION:

Dr. Moyer reminded the board members that they have access to the running records concerning construction updates on Google Docs. He shared that Dr. Krout is continuing to keep these updated following Mr. Musselman's departure.

BOARD ACTION:

Mrs. Funk made a motion to approve the monthly reports as presented.  
Seconded by Dr. O'Connor and passed on a roll call vote of 7-0.

- 3) Check Registers - The Board was requested to approve the following check register: General Fund including athletic, middle school and high school activity accounts totaling \$1,098,281.95, Construction totaling \$938,919.61, Capital Reserve totaling \$6,427.88 and Cafeteria totaling \$43.02. Grand total \$2,043,672.46 (enclosures-one report for 2010-2011 and one report for 2011-2012, amounts combined in motion above).  
(10)(10)(12)(12)(13)(28)(28)(29)(32)(32)(33)(33)(34)(34)(35)(35)(50)  
(80)(80)(81)

DISCUSSION:

Mr. Wentz shared that board members will see two entries per fund on the report – one for the old year and one for the new year.

BOARD ACTION:

Mr. Bortner made a motion to approve the check registers as presented.  
Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- I. Other Business - Mr. Smith shared that the Board had an executive session prior to the meeting to discuss the Superintendent's evaluation and personnel matters.
- J. Public Comment – None
- K. Next meeting date:

The next Planning Meeting will be held on August 8, 2011

The next Board Meeting will be held on August 22, 2011

- L. Adjournment

Mr. Bortner made a motion to adjourn the meeting. The meeting was adjourned at 6:25 PM.