

Hanover Public School District
School Board Planning Meeting
Monday, November 14, 2011 - 6:00 PM

MINUTES

I. Opening Business

- A. Call to Order – The meeting was called to order at 6:07 PM.
- B. President's Charge/Moment of Silence
- C. Pledge of Allegiance
- D. Roll Call - Board Members present: Mr. Bortner, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mr. Watson

Also Present – Dr. Moyer, Dr. Krout, Mr. Fry, Mrs. Dubbs, Mr. Wentz, Mr. Grimes, Mr. Czap, Mr. Samuelsen, Mrs. Frock, Mrs. Gunnet, Dr. Smith, Mike Vaux, HPESPA; Shannon Resh, Guthrie Library; Stephanie O'Brien, Heather Faulhefer, Evening Sun; Becky Glatfelter, HEA; Scott Roland

II. Recognition of Visitors and Public Comment:

Public Comment: Shannon Resh, Guthrie Library

Mrs. Resh stated that Hanover School District and Guthrie Library share a long history in the community. Recently Guthrie Library celebrated their 100 year anniversary. They have many free services and have the distinction of being a family place library. One of the services offered is kindergarten countdown which meets monthly and is open to upcoming kindergarten students. The library has been strongly supported by Hanover School District. According to their useage report the number of students has increased in the past year. They offer a teacher program where teachers can register for a teacher card and offers them a longer loan period. They also offer room useage to our link crew. Dr. O'Connor felt that we should look for ways for the district and library to share resources electronically. Dr. Moyer thanked the library for the use of their Bair Center for the Admin Team Retreat this summer.

Mr. Smith shared a letter by the Class of 1971 thanking Mr. Samuelsen for a tour he conducted of the High School for them.

III. Matters for Which Board Action is Required

- A. Personnel

- 1) Leave of Absences - The Board was requested to approve the following leaves of absence.

Shirley Moncrief, cafeteria worker, leave of absence for medical reasons, effective November 15, 2011, to approximately November 28, 2011. Mrs. Moncrief will be using paid leave during her absence.

Jobie Bolden, elementary teacher, FMLA leave of absence effective approximately April 30, 2012, through the end of the 2011-2012 school year. Mrs. Bolden will be using paid leave prior to using uncompensated leave.

Loretta Livelsberger, LPN secretary, FMLA intermittent leave of absence effective October 25, 2011, not to exceed 12 weeks of FMLA. Ms. Livelsberger will be using paid leave prior to using leave without pay.

Jacquelyn Homan, learning support teacher, FMLA leave approximately April 26, 2012, through the end of the 2011-2012 school year. Ms. Homan will be using paid leave prior to using uncompensated leave.

DISCUSSION:

Mrs. Funk wondered if the references for personnel could include if the person has passed the screening. Dr. Moyer stated that 100 percent have to have clearances. Mr. Edwards wondered if there have been times that the board have approved applicants and the screening process was not complete. Mrs. Frock stated that the law allows 90 days for them to get clearances. Dr. O'Connor thought that we don't have a policy for this. Mrs. Frock stated that we do. Mr. Smith wondered if the enclosures could include whether or not the check was complete.

BOARD ACTION:

Mrs. Lingg made a motion to approve the leave of absences as presented. Seconded by Mr. Watson and passed on a roll call vote of 9-0.

- 2) Termination - The Board was requested to approve the following termination of employment:

Nicholas Spaulding - student custodian, effective November 3, 2011.

BOARD ACTION:

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

- 3) Resignation - The Board was requested to approve the following

resignation:

Krystal Glick, elementary math coach, effective approximately April 20, 2012, upon the end of FMLA leave.

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

Substitute Employees:

Laura Jones and Matthew Beaver, day-to-day substitute teachers effective for the 2011-2012 school year. Rate of compensation will be \$95.00 per day.

Jessica Parry, substitute teaching and personal assistant and lunchroom/playground supervisor, effective for the 2011-2012 school year. Rate of compensation will be \$10.08 per hour.

Peter Reck, extended substitute elementary teacher, effective approximately April 30, 2012, through the end of the 2011-2012 school year. Rate of compensation will be \$228.66 per day.

Supplemental Employees:

Leah Shepler, gameworker, effective for the 2011-2012 school year. Rate of compensation will be as listed on the SA 107a, Athletic Event Report for Payment.

Doug Sentz, Head Boys Varsity Tennis Coach, effective for the 2011-2012 school year. Rate of compensation will be \$2534.00 ([enclosure](#)).

Bonnie Naill, assistant high school yearbook advisor, effective for the 2011-2012 school year. Rate of compensation will be \$1270.00 ([enclosure](#)).

Megan McDonald, assistant high school basketball cheerleading coach, effective for the 2011-2012 school year. Rate of compensation will be \$443.00 ([enclosure](#)).

Rachel Seibel, middle school winter sports cheerleading head coach, effective for the 2011-2012 school year. Rate of compensation will be \$434.00 ([enclosure](#)).

BOARD ACTION:

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

- 5) Conference/Workshop - The Board was requested to approve the following conference/workshop:

Dave Cataldo Penn Manor Varsity Wrestling Tournament
Nate Murren Lancaster, Pa.
December 16 & 17, 2011
\$320.00 plus tax (paid by HABC)
([enclosure](#))

BOARD ACTION:

Mr. Kelly made a motion to approve the conference/workshop as presented. Seconded by Mr. Watson and passed on a roll call vote of 9-0.

B. Finance

- 1) Act 32 Earned Income and Net Profits Resolution - The Board was requested to approve the Act 32 Earned Income and Net Profits Resolution ([enclosure](#))

DISCUSSION:

Mr. Wentz stated that this is a law that we have to approve by January 1, 2012, since Hanover Area Earned Income Tax Office will no longer be in business. We will now report to the York/Adams Tax Bureau in York. This will include no new taxes in relation to wage taxes

BOARD ACTION:

Mrs. Lingg made a motion to approve the resolution as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

C. Policy

- 1) Policies - The Board was requested final approval for the following policies:
- 913.1 Commercial Advertising on School Property ([enclosure](#))
 - 810 Transportation ([enclosure](#))
- 2) Regulation - The Board is requested approval for the following regulation:
- 913.1-R1 Sponsorship Agreement ([enclosure](#))
- 3) Policy - The Board is requested final approval for the deletion of the following policy:
- 105.2 Curriculum Review by Parents and Students ([enclosure](#))

BOARD ACTION:

Mrs. Lingg made a motion to approve the policies and regulation as presented. Seconded by Mr. Engle and passed on a roll call vote of 9-0.

- IV. Director of Elementary Education Report - Dr. Tom Krout
- Guthrie – They have participated with Guthrie Library in Grade 1 talks, plays, reading nights, pre-school, summer reading programs
 - Key Club – The Key Club at the High School has been really active in all kinds of community activities.
 - Re-Dedication Day festivities update – We have had three re-dedications in the last ten days.
 - Observations – We have been doing formal and informal observations. The template is on the cell phone and really easy and quick to do.
 - Fall Play – Christmas Carol will be taking place this week on Friday, Saturday and Sunday.
 - Brainbusters (11/16 competition) – They will be competing on Wednesday night.
 - Campus Ditch Project – The project is slowly coming along.
 - H.S. Veteran’s Day Program (kudos: students/staff) – This was a special day. The High School’s program was really outstanding.
 - Hanover Little Theater – Mr. Watson is one of the participants in “The Complete Works of Shakespeare”. It will be held on Thursday, Friday and Saturday this week beginning at 8:00 PM.

V. Planning/Discussion (items for November 28, 2011)

- A. Policy - The Board was requested tentative approval for the following policy:
■ 718 Service Animals in Schools ([enclosure](#))

B. Building and Grounds

- 1) Informational Item - November 4 - Building & Grounds Meeting at Washington ([enclosure](#))

DISCUSSION:

Mr. Smith stated that we will be moving forward with the traffic situation at Wilson and Moul Avenues. They also discussed final punch lists. He noted that Friday will be the last day for the observers. He felt that they have done a wonderful job and saved the district a lot of money.

- 2) Borough Agreement - The Board was requested to approve the Borough Agreement ([enclosure](#)).

DISCUSSION:

Mr. Smith stated that this is a draft agreement and seems to be very

good. He stated the we have been having a fantastic relationship with the Borough. Mrs. Funk wondered whether there will be two agreements from the Borough in Moul Field and Myers Playground.

C. Budget and Finance

- 1) Check Registers
- 2) Monthly Reports - October
- 3) Act 1 2012-2013 General Fund Tax Resolution
- 4) Middle School Student Activity Accounts - 5th Grade and 7th Grade
- 5) Audit Proposal - 3 Year
- 6) York County School of Technology Authority appointment

VII. Public Comment

Mr. Bortner stated that there will be an open house on Saturday, November 19, at Sheppard and Myers from 9 AM to noon. They will continue fundraising efforts.

Dr. O'Connor stated that there will be an Educational Programs Committee meeting on Monday, November 21, beginning at 4 PM. Discussions will include curriculum, cyber school, and staffing formula for teaching.

Mr. Smith announced that there was an executive session prior to the meeting to discuss real estate and personnel issues.

Mrs. Lingg stated that we owe a great debt to all of the maintenance crew for their hard work especially at Hanover Street, Washington Elementary and Sheppard and Myers.

VIII. Adjournment

Mr. Bortner made a motion to adjourn the meeting. The meeting was adjourned at 6:48 PM.

The next Board meeting will be Monday, November 28, at 6:00 PM in the Boardroom.