

## BOARD OF DIRECTORS MEETING MINUTES

Tuesday May 29, 2012

6:00 P.M.

- A. Opening Business
- Call to Order – The meeting was called to order by Mrs. Lingg at 6:00 PM.
  - Pledge of Allegiance
  - Roll Call
    - Board Members present: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Watson
    - Board Member absent: Mr. Roland
    - Student Board Members present: Kyle Sheely, Marta Gomez, Zachary Sheaffer
  
    - Also Present: Dr. Moyer, Dr. Smith, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Mrs. Gunnet, Mr. Samuelsen, Mrs. Brown, Mr. Flores, Dr. Krout, Mr. Grimes, Lori Smith, Elaine Kennedy, Art Smith, Megan Stitt, Bonnie Naill, Tara Kauffman, Laura Silver, Greg Staub, Stephanie O'Brien, Joyce Merrel, Harvey & Becky Ruppert, John & Shirley Moncrief, Charles & Gloria Stauffer, Mike & JoAnn Bauer, Donna Gates, Brian Frederick, Jason Resh, Heather Faulhefer, Evening Sun
- B. Recognition of Visitors and Public Comments
- Recognition of Retirees – Dr. Moyer recognized the following retirees: Gloria Stauffer (16 years of service), Shirley Moncrief (21 years of service), Becky Ruppert (30 years of service), and Mike Bauer (21 years of service) Kyle Sheely spoke on behalf of Mr. Bauer and his impact on students at Hanover High School.
  - Nighthawk X-tra Ordinary Awards – Dr. Moyer recognized 15 volunteers for volunteering over and beyond. They were: Brian Frederick, Kristin Hart, Tara Kauffman, Joyce Merrel, Aubry Mortimer, Bonnie Naill, Stephanie O'Brien, Sheila O'Neill, Jason Resh, Laura Silver, Art Smith, Greg Staub, Jenifer Swope, Woodrow Wagaman, Allison Wentz
- C. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of April 23, 2012 and May 14, 2012.
- Minutes 4-23-12 ([enclosure](#))
  - Minutes 5-14-12 ([enclosure](#))

### BOARD ACTION:

The minutes were approved with no corrections.

Mrs. Lingg announced that the Board is restructuring the way policies are brought to the Board. The committees are responsible for the following: Policies 00's, 200's, 800's, 900's as well as all non academic items. The Educational Programs Committee will be responsible for the 100's. The Personnel Committee will be responsible for the 300's, 400's & 500's. The Budget & Finance Committee will be responsible for policies in the 600's. The Building & Grounds Committee will be responsible for policies in the 700's. The committees will send the policies directly to the Board instead of going through the Policy committee.

D. Committee Reports

York School of Technology – Roland, Representative – No Report

Recreation – Lingg, Representative – There was a meeting last Thursday. They are getting ready for the summer recreation program starting on June 11. They will be using Washington and Hanover Street playgrounds this summer.

PN Advisory – Funk, Representative – No Report

Meet & Discuss Professional, Classified & Administrative – Funk, Chair;  
O'Connor, Watson – No Report

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

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative – No Report

Legislative Liaison with Pennsylvania School Board Association – Funk – No Report

Key Communicator's Network – All – No Report

Policy Committee – Watson, Chair; Engle, Funk, Lingg – No Report

Stadium Promotion Committee – Funk – There are now different size plaques available. They are planning for a Fall Faire. The tentative date is October 5th with a rain date of October 6th. They are looking for a special sandwich called the Nighthawk Special. If you are interested, please contact Mrs. Funk or the school.

Educational Programs Committee - O'Connor, Chair; Funk, Watson – The meeting was held last week but the minutes have not been posted yet. There was an indepth report on the music program. The meeting will be available on audio tape soon.

Student Board Members - Sheely, Gomez, Sheaffer –

Kyle Sheely thanked the Board for allowing him to participate. He stated that we have a wonderful school board. Mrs. Lingg noted that he did a good job.

Marta Gomez spoke regarding CTD testing. It tests students on reading and math and is a really long test. In Health they were given testimony from individuals on the dangers of alcohol and drug abuse. Recently two students shared their senior projects to students on diversity. The prom was recently held and was very successful. It took three hours to set up. Music in the Holocaust she is learning about many things. It is a very good class. Key Club this Monday they marched with the Legions to the cemetery. The band and colorguard represented Hanover. Recently the Key Club read chapter books to students at Clearview. Key Club recently had a banquet and introduced the new members and said goodbye to the seniors. Being a student board member was a great experience.

Zac Sheaffer stated that in his American History class they use Cam Studio where they read and record essays and also make a slide show. In Health class they are using moodle for vocabulary and tests and feels they are learning more. In English they are doing persuasive essays using Power Library. They made posters and had a Fair Day in the library. In Chemistry they are using an online program to make posters. In gym they are learning about relaxation and stretching.

E. Student Disciplinary Action - The board was requested to approve the Board

Disciplinary Committee's recommendation to expel a student for a District policy violation ([enclosure](#)).

**BOARD ACTION:**

Mrs. Daubert made a motion to approve the student disciplinary action as presented. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

**F. Superintendent's Report**

- Campus Night/Graduation - reception for class of "62" – There will be a reception beginning at 6:00 in the High School Cafeteria. Board members were invited to join them.
- 33rd Annual HHS Academic Honors - 115 students, "setting Hanover apart" – Students who received the awards were allowed to choose a staff member to write about them.
- Orange & Black - Sr. Intentions

**G. Director of Secondary Education Report - Dr. Smith**

- Secretary of Education Auditor General Letter June 30, 2008 and 2007 ([enclosure](#))
- Chapter 4 Proposed Changes – PDE – We are approving three this year and seven in the future. This raises the bar so students are able to pass the Keystone exams when they are in place.
- Technology Enhanced Learning Initiative (David Fry, Denny Garman, Jason Suter) This changes instruction and gives students in the classroom the opportunity to collaborate with each other. Denny Garman is using the chrome book in his classroom to improve physical fitness. We are moving to more web based programs. The Technology department is proposing in January 2013 to bring a hybrid BYOD and One to One where everyone has some device. The chrome book is half of the price of a laptop. It is just a browser, and therefore there is no waiting for updates. Many are using Google Doc where information is put up and shared. Currently 10 to 25% of the students are bringing in a device at the high school. The Chrome Book currently has a battery life of eight hours. In the year 2011-2012 100 chrome books were purchased. For 2012-2013 Mr. Fry proposed that we purchase 300 chromebooks in January and put everything else on hold. He would adjust the replacement cycle. Computers from the High School would be moved to other schools. Students would be given a \$50 stipend if they agreed to bring in their own laptops and would need to sign a use contract. The CFF laptops need replacements. In fall 2012 we would need to educate students and parents. The program would be implemented in Spring 2013. It was stated that we already trust students with the amount of cost in textbooks. Dr. O'Connor noted that the Educational Programs Committee was in favor of the initiative. We could then purchase online textbooks and cut paper costs. It would enhance learning styles. Comcast is currently offering internet for \$9.99 per month for families that currently get free/reduced lunches. Dr. Moyer noted that the Foundation was invited to come in and see technology in action in the classroom. Mr. Fry noted that a majority of teachers are using technology in the classroom. Mrs. Daubert wondered about certain websites. Mr. Fry stated that they would have to go through our filter. We can't control at home but can at school. It was stated that this could eventually replace textbooks. Dr. Smith stated that we currently look at online when we look at curriculum. Mr. Engle wondered about the cost of online books. Mr. Fry stated that the costs are from free to the cost of a textbook. Dr. O'Connor noted that

during a group project one student was recently ill. The student was able to help at school that day through the computer. Mr. Samuelsen noted that the college stats class offers the option of online or textbook.

#### H. Standing motions regarding Personnel

- 1) Request for Sabbatical - The Board was requested to approve the following request for a Sabbatical - Compensated Professional Development Leave:

Megan Stitt - Compensated Professional Development Leave for the 2012-2013 School Year. Recommend approval for the first semester with conditional approval for the second semester pending receipt and approval of satisfactory requested coursework for the second semester.

([enclosure1](#)) ([enclosure2](#)) ([enclosure3](#))

##### DISCUSSION:

Mrs. Stitt noted that some of her focus will be on Standards Aligned Curriculum, and offer strategies on Diversity. This would benefit the 11th grade and her department when she returns. It would help her with the latest technology and use district resources. She stated that she currently has students post a poem every night. Mrs. Stitt noted that there has been a big change in education in the last nine to ten years that she has been teaching.

##### BOARD ACTION:

Mr. Kelly made a motion to approve the request for sabbatical. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

- 2) New Business

- a) Employment - The Board was requested to approve the following employment items:

##### Substitute Employees:

Amy Allen, Christine Fisher, Heather Grimmie, Leanne Keith, Elizabeth Lohrmann, Hillary Nelson, Tammy O'Brien, Mathew Vidra, and Kimberly Wright, day-to-day substitute teachers effective for the 2011-2012 school year. Rate of compensation will be \$95.00 per day.

Anita Bloom and Connie Hahn, day-to-day substitute adult patrols, effective for the 2011-2012 school year. Rate of compensation will be \$25.40 per day.

Donna Gates, day-to-day substitute adult patrol, teaching and personal assistant, lunchroom playground and secretary, effective for the 2011-2012 school year. Rate of compensation will be \$10.08 per hour.

##### BOARD ACTION:

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

I. Standing Motions regarding Curriculum

- 1) School Physicians - The Board was requested to approve the school Physicians for the 2012-2013 school year:

School Physicians:

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

School Dentist:

Dr. Henry Hoffacker

- 2) High School Handbook - The Board was requested to approve the 2012-2013 High School Handbook ([enclosure1](#)) ([map](#)) ([summary](#)).

BOARD ACTION:

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

J. Standing Motions regarding Finance

- 1) 2012-2013 Cafeteria Budget and Pricing -Approval of the cafeteria budget for the 2012-2013 school year ([enclosure](#)) and meal pricing for the 2012-2013 school year:

Breakfast \$1.00 (no change)  
Elementary Lunch \$2.20 (previously \$2.10)  
Secondary Lunch \$2.45 (previously \$2.35)  
Adult Lunch \$3.00 (no change)  
Milk \$0.50 (no change)

- 2) Transportation Request for Proposal - The Board was requested to approve F & S Transportation for the Athletic, Band, and Field Trips transportation for The 2012-2013 school year per the rates enclosed. (1 RFP received, 3 mailed out) ([enclosure](#))

- 3) 2012-2013 Athletic Budget and Ticket Pricing - The Board was requested to approve the 2012-2013 Athletic Budget ([enclosure](#)) and associated ticket pricing for the 2012-2013 school year of \$5 Adults (\$4 previous year) Students and Senior Citizens \$3 (\$2 previous year)

BOARD ACTION:

Dr. O'Connor made a motion to approve Budget items 1, 2 & 3 as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

- 4) Depositories for 2012-2013-The Board was requested to approve Susquehanna Banks as depository and PSDLAF and PLIGIT as banking institutions for the 2012-2013 school year.

DISCUSSION:

Mr. Wentz noted that this was no change from last year.

BOARD ACTION:

Dr. O'Connor made a motion to approve the depositories for 2012-2013 as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0. Mr. Kelly abstained.

- 5) Joint Purchasing Bid Approvals (LIU #12) - The Board was requested to approve the following Joint Purchasing Bids conducted through the LIU #12:

Custodial Total Bid \$24,120.81

Allied Cleaning Technologies \$1,374.00  
Calico Industries, Inc. \$651.16  
Hassinger & Company, Inc. \$262.68  
Hillyard Lancaster \$1,694.96  
Mike Cummings Company, Inc. \$60.60  
Pyramid School Products \$254.40  
Quaker City Paper Co. \$992.16  
Sherwin Williams Co. \$13,162.50  
XPEDX \$5,668.35

General Supplies Total Bid \$16,119.40

Cascade School Supplies, Inc. \$558.17  
Elgin School Supply Co. Inc. \$413.62  
Kurtz Bros. \$2,325.84  
National Art & School Supplies, Inc. \$549.03  
Pyramid School Products \$3,256.85  
Quill Corporation \$3,035.89  
School Specialty \$1,362.07  
Standard Stationery Supply Co. \$299.21  
W.B. Mason \$4,318.72

Paper Supplies Total Bid \$14,647.96

Kurtz Bros. \$1,431.11  
W. B. Mason \$13,216.85

Art Supplies Total Bid \$6,986.78

Blick Art Materials \$196.00  
Cascade School Supplies, Inc. \$1,159.02  
Commercial Art Supply \$317.96  
Elgin School Supply Co., Inc. \$67.87  
Kurtz Bros. \$606.32  
National Art & School Supplies, Inc. \$1,677.99  
Office Basics, Inc. \$11.40  
Pyramid School Products \$454.02

Quill Corporation \$68.79  
School Specialty \$558.75  
The Ceramic Shop \$94.93  
W.B. Mason \$1,773.73

- 6) Check Register - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,202,576.76, Capital Reserve totaling \$18,802.04, Construction totaling \$213.12 and Cafeteria totaling \$41,071.70. Grand total \$1,262,663.62 ([General Fund](#)) ([Cafeteria](#)) ([Construction](#)) ([Capital Reserve](#))
- 7) Monthly Reports - The Board was requested to approve the following April monthly reports:
  - [Investment Report](#)
  - [Board Summary](#)
  - [Student Activities Report MS](#)
  - [Student Activities Report HS](#)
  - Cafeteria Report ([HS](#)) ([MS](#)) ([Cl](#)) ([HanSt](#)) ([W](#))
- 8) Treasurer Appointment for 2012-2013 - The Board was requested to appoint Dr. James O'Connor as Treasurer for the 2012-2013 fiscal year.
- 9) Non Resident Tuition Rate for 2012-2013 - The Board is requested to approve the Non Resident Tuition Rates for the 2012-2013 school year of Elementary \$10,150.20 or \$56.39 per day (\$10,299.17 prior year) Secondary \$11,778.62 or \$65.43 per day (\$11,098.39 prior year) ([enclosure](#))
- 10) Middle School Roof (Dog House) Repair Bid - The Board is requested to approve the bid of Donald B. Smith, Inc. at a cost of \$23,890 and alternate bid #1 of \$2,700 for repair of the Middle School Roof (Dog Houses) (1 bid received) ([enclosure](#))

BOARD ACTION:

Mr. Kelly made a motion to approve Finance items 5 through 10 as presented. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

K. Other Business

Mrs. Lingg announced that graduation will be held on June 7 beginning at 7:00 PM. Board members are invited to meet in the High School Lobby at 6:30 PM.

There will be a Building and Grounds meeting on Friday, June 1, at Washington Elementary at 10 AM.

L. Public Comment

M. Next meeting date:

The next planning meeting will be Monday, June 11, at 6:00 PM in the boardroom.

The next Board meeting will be Monday, June 25, at 6:00 PM in the boardroom.

N. Adjournment

Dr. O'Connor made a motion to adjourn the meeting and seconded by Mrs. Daubert.  
The meeting was adjourned at 7:23 PM.