

BOARD OF DIRECTORS MEETING MINUTES

Monday, July 23, 2012

6:00 P.M.

A. Opening Business

- Call to Order - The meeting was called to order at 6:10 PM.
- Pledge of Allegiance
- Roll Call
 - Board Members present: Mrs. Daubert, Mr. Edwards, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
 - Board Members absent: Mr. Engle
 - Others Present: Dr. Moyer, Dr. Krout, Mr. Wenz, Mr. Hain, Mrs. Frock, Mr. Grimes, Mr. Czap, Mr. Hershner, Mike Vaux, HPESPA; Jared Reck, Tania Kuhn, Kenneth Kuhn, Becky Glatfelter, HEA; Laura Silver, HMS PTO; 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 25, 2012 and July 9, 2012.

- Minutes 6-25-12 ([enclosure](#))
- Minutes 7-9-12 ([enclosure](#))

BOARD ACTION:

Minutes were approved a presented.

D. Committee Reports

York School of Technology – Roland, Representative

Recreation – Lingg, Representative meets this Thursday if anyone wants to join Lindy

PN Advisory – Funk, Representative

Mrs. Funk reported on the graduation of twelve students. Graduation was a joy and was great. Mrs. Daubert, Dr. O'Connor, Mrs. Lingg and Mrs. Funk were present. She felt that they do a fabulous job

Meet & Discuss Professional, Classified & Administrative – Funk, Chair;
O'Connor, Watson

Joint Wage Tax – Edwards, Representative; O'Connor (Alternate)

Lincoln Intermediate Unit Insurance Trust – Wentz, Representative

Legislative Liaison with Pennsylvania School Board Association – Funk

Key Communicator's Network – All

Policy Committee – Watson, Chair; Engle, Funk, Lingg

Stadium Promotion Committee - Funk

Mrs. Funk reported - the school are coming together and people are sending in examples for the nighthawk special. A lot of enthusiasm and cooperation has been wonderful.

Educational Programs Committee - O'Connor, Chair; Funk, Watson

E. Superintendent's Report

- Imagination Library - Dr. Krout and Dr. Moyer will be out at Dutch Days, at Wirt Park to promote the Imagination Library during the Dutch Days Festival on Saturday, July 28th.
- PDE - State Assessments/Transition Plan...(Of particular interest is the requirement that in 2012-13 all 11th grade students must take the three Keystone Exams (Algebra I, Literature and Biology) in lieu of the 11th grade PSSA.)
 - Part of the upcoming plan for the high school, the PSSA test will be replaced with other assessment, algebra, literature and biology. We will have to wait to hear more from PDE and will provide the Board with a progress report.
- District Newsletter (budget insert) Copies were distributed to board members, and went to the post office today to mail. Thank you to Scott Roland for the article regarding the budget. Scott thanked Lois Dubbs and Troy Wentz for their work on the newsletter as well.

F. Director of Elementary Education Report - Dr. Krout

- Grade 2 Student Enrollment/Challenges/Plan - did communicate grade 2 concerns with enrollment levels. We do have higher amounts of students in grade 2 at Hanover Street, we are asking parents if they are willing to move to another building. We would like to keep the numbers to 26 and down from 28.
- Music Program Update - Next board meeting/August Planning Session - A meeting is planned with music teachers next week and will be presenting results to the board members at the next meeting August 13th.
- Imagination Library Sign-ups at Dutch Days 7-28-12
- Principal Task List
Purchase orders, registrations, have to plan over the summer, scheduling, teacher schedules, RTI, management, dismissal and planning ahead.

G. Standing motions regarding Personnel

- 1) Gameworkers - The Board was requested to approve the list of gameworkers for the 2012-2013 school year. Rate of compensation will be as listed on the SA-107a for the appropriate event ([enclosure](#)).
- 2) School Security Police - The Board was requested to approve the list of school security police for the 2012-2013 school year. Rate of compensation will be as listed on the Supplemental Salary Schedule for

the 2012-2013 school year with no change to salaries from the 2011-2012 school year. ([enclosure](#)).

BOARD ACTION:

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

3) New Business

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

Coaches - The Board was requested to approve the listing of coaches for the 2012-2013 school year. Final employment is contingent upon adequate participation numbers. ([enclosure1](#))

BOARD ACTION:

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

Substitutes - The Board was requested to approve the administration to seek and employ two administrative substitutes on an as needed basis but no more than two days per week, not longer than the end of the first 9-week marking period of the 2012-2013 school year. Rate of compensation to be determined.

BOARD ACTION:

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

Administrative Employees - The Board was requested to approve the following transfers of administrative staff and job description, effective immediately as recommended by the Superintendent.

Dr. Pamela Smith - Director of Curriculum and Instruction ([enclosure](#))

BOARD ACTION:

Mr. Edwards made a motion to approve the administrative employee transfer for Dr. Smith. Seconded by Mrs. Funk and passed on a roll call vote of 7-1. Mrs. Lingg cast the negative vote.

Mr. Mark Hershner - Middle School Principal

BOARD ACTION:

Mr. Watson made a motion to approve the administrative employee transfer of Mr. Hershner. Seconded by Dr. O'Connor and passed on a roll call vote of 7-1. Mrs. Funk cast the negative vote.

Dr. Thomas Krout - Elementary Principal - Primary

BOARD ACTION:

Mr. Edwards made a motion to approve the administrative employee transfer of Dr. Krout. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

Mr. Jay Czap - Elementary Principal - Intermediate

BOARD ACTION:

Mr. Roland made a motion to approve the administrative employee transfer of Mr. Czap. Seconded by Dr. O'Connor and passed on a roll call vote of 8-0.

- b) Memorandum of Understanding (MOU) - The Board was requested to approved the MOU between the Hanover Public School District (HPSD) and the Hanover Education Support Personnel Association (HESPA) regarding change in personal leave language ([enclosure](#)).
- c) Leave of Absence - The Board was requested to approve a medical leave of absence for Robert Reck, head custodian, effective July 9, 2012, for approximately eight weeks. Mr. Reck will be using paid time during his leave.

BOARD ACTION:

Mr. Edwards made a motion to approve the memorandum of understanding and leave of absence as presented. Seconded by Mr. Watson and passed on a roll call vote of 8-0.

- d) Job Description/ Approval to Advertise - The Board was requested to approve the job description for the Dean of Students (approved by PDE) and then approval to advertise for a middle and high school position. ([enclosure](#)).

BOARD ACTION:

Mr. Edwards made a motion to approve the job description and approval to advertise as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

- e) Approval to Advertise - The Board was requested to approve to advertise for the following positions:

Part-time Teaching Assistants (two positions)

BOARD ACTION:

Mr. Edwards made a motion to approve to advertise for the positions as presented. Seconded by Mrs. Funk and passed on a roll call vote of 8-0.

H. Standing Motions regarding Policy

- 1) Policies - The Board is requested to tentatively approve the following policies

and administrative regulation:

- [203.1](#) HIV Infection
- [906](#) Public Complaints

- 2) Regulation - The Board is requested to approve the following regulation:
 - [405-R1](#) Substitute Teachers - Definition and Payments
- 3) Policies - The Board is requested to tentatively delete the following policies:
 - [205](#) Postgraduate Students
 - [216.1](#) Student Records - Exceptional Children
 - [217.1](#) Graduation Requirements - Exceptional Children

BOARD ACTION:

Mr. Watson made a motion to approve the above policies and regulations. Seconded by Mr. Edwards and passed on a roll call vote of 8-0.

I. Standing Motions regarding Finance

- 1) Check Register - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$460,040.12 and \$888,518.74, Capital Reserve totaling \$97,992.96 and \$488,445.23, and Cafeteria totaling \$138.04 and \$1,204.00. Grand total \$558,171.12 and \$1,378,167.97.
([Gen11-12](#)) ([GenJuly](#)) ([CapRes11-12](#)) ([CapResJuly](#)) ([Cafe11-12](#)) ([CafeJuly](#))
- 2) Monthly Reports June - The Board was requested to approve the following June monthly reports:
 - [Investment Report](#)
 - [Tax Collector](#)
 - Tax Collector ([Comparison](#))
 - [Student Activities Report MS](#)
 - [Student Activities Report HS](#)
 - Cafeteria (May and June) ([HS](#)) ([MS](#)) ([CI](#)) ([HanSt](#)) ([Wash](#))

BOARD ACTION:

Mr. Edwards made a motion to approve the check register and monthly reports as presented. Seconded by Mr. Watson and passed on a roll call vote of 7-1.

Mrs.

Funk cast the negative vote (unable to open for viewing prior to the meeting).

- 3) INFORMATIONAL ITEM - Leroy Wentz Tax Collector - retention of designation of Qualified Tax Collector status

Troy Wentz indicated that Leroy Wentz has attended six hours of continuing education courses to be designated as a Qualified Tax Collector to keep this

status on going since 2004.

J. Other Business - There was no other business. An executive session was held prior to the meeting and will resume following this meeting.

K. Public Comment - Jared Reck asked question about what is the division on primary and intermediate grades for the administrative position changes. It was stated that Primary is grades K-2 and intermediate grades 3-4

L. Next meeting date:

The next planning meeting will be Monday, August 13, at 6:00 PM in the boardroom.

The next Board meeting will be Monday, August 27, at 6:00 PM in the boardroom.

M. Adjournment - Mrs. Funk made a motion to adjourn the meeting. The meeting was adjourned at 6:25 PM.