

Hanover Public School District  
School Board Planning Meeting  
Monday, April 8, 2013 - 6:00 PM

MINUTES

I. Opening Business

A. Call to Order -- The meeting was called to order at 6:05 PM.

B. Pledge of Allegiance

C. Roll Call -

Board Members present: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Mr. Roland

Board Members absent: Dr. O'Connor and Mr. Watson

Also Present - Dr. Moyer, Dr. Smith, Attorney Mike King (Stock and Leader); Mr. Grimes, Mr. Wentz, Mr. Hershner, Mr. Hain, Mrs. Dubbs, Linda Yowaiski, HPESPA; Katy Petiford, Evening Sun; Clare Becker, Evening Sun; Debra Fake; HPESPA; Diane Wagaman, HPESPA; Tessa Hilyard, Amanda Morgret, Darlene Klenk, Deanna Markle, Maureen Edelin, Heather Wagaman, Laura Staub, Maria Shea, PASTA; Traci Otis, Vicki Maloney, Becky Conover, Dawn Reck, Andy Novosedliak, HEA; Annette Mummert, Joe Mahone, HPESPA; Jessica S, Mike Vaux, HPESPA; Karen Sullivan, CJ McGelton, Lee Young, Sara Little, Chelsea Otis, Kathi Martin, Joy Kopp, Lori Baker, Connie Hahn, James Dugan, Steve Otis, Jack McLaughlin, Mary Deery, Eric Hartman, HEA; Jane Gross, Teresa Erdman, HEA; Tim Smith, Danielle Little, Victoria Kozdron, Barb Sanders, HEA; Penny Wagaman

II. Recognition of Visitors :

Special Recognition:

Essay Winners (Chelsea Otis, Tyler Hahn & Ben Hutton) ([enclosure](#))

Dr. Moyer recognized three students. Two of the students, Chelsea Otis and Tyler Hahn, participated with an essay contest sponsored by Communities that Care. There were 350 students who put essays together which involved conversations regarding difficulties facing teens. Tyler did his essay on free community centers and self esteem including financial need and schooling. Chelsea did her essay on paying for college and the struggle to find out what teens want to do when they grow up. One of the solutions she came up with was

businesses donating scholarships to help students pay for college. Mr. Kelly wondered if the board members could get a copy of the essays. Ben Hutton participated in the Rotary essay contest regarding the four-way tests. In his essay he outlined his experience delivering Toys for Tots.

Public Comment:

Joe Mahone - He has been an employee for six years as well as a parent, volunteer, and tutor. He felt that outsourcing custodial services would be a detrimental thing. He knows money needs to be saved but wondered if outsourcing was the right answer. He realizes he is blessed to have a good job and thought there were other options like pay freezes. He felt that we could spread the shortfall over time. This will hurt many families which would cost the district tax revenue. He felt that we are all in this together. Attorney Mike King stated that no decision has been made and we are in negotiations with the association. The reason that district is looking at this is not anyone's fault. The legislation have created the problem with their pension plan and it is out of control especially with economic forces. The Board is looking at the custodial services in a cost efficient manner. In the past five years the average cost of retirement was 6.2% contributed by the District. For the year 2012-2013 the cost has doubled at 12.36%. For 2013-2014 it will be 16.93%; 2014-2015 will be 21%; 2015-2015 will be 26%, 2016-2017 will be over 28%; and 2019 will go to 30%. The cost of health benefits has increased since we are also subsidizing dependents as well as the employee. The district is not looking at the lowest proposal but the most responsible. It is estimated that there would be a \$220,000 savings in 2013-2014. The Board is trying to control taxes and costs. They are engaged in bargaining with the association. All employees will be interviewed for employment if outsourcing is chosen. The wages and benefits could be reduced. There has been no decision made yet.

III. Superintendent's Report: Dr. Al Moyer

- Differentiated Supervision Committee - Dr. Moyer noted that there is a new evaluation process for teachers which is called the Danielsen model. It is more intensive and we are looking at other options. We have formed a committee and look forward to sharing information.
- YETC - HPSD Hosting - More than a dozen districts came and looked at integrating technology. Dave Fry, Jason Suter, Alicia Sterner, and Joel Hain were instrumental in making it a successful day. They visited classrooms and were very impressed.
- Federal Audit (Title I, II, III) - This is currently being done and Dr. Smith has the agenda for the three days.
- Ethical Decision Making (April 30-Hanover Wellness Center) - This will be held on April 30 from 9 AM to 1:30 PM. A lunch will be provided.
- April 22 Spotlight Report - Cyber School Update/Future Plan Proposal - We

currently have a blended format and will be looking where we want to go in the future. Dr. Smith and Mr. Hain will be sharing. If you have any other ideas for spotlight reports, email Dr. Moyer.

#### IV. Matters for Which Board Action is Required

##### A. Personnel

- 1) Approval of Job Description/Advertise: The Board is requested to approve the revised job description and to advertise for the following position:

Facilities Manager ([enclosure](#))

##### DISCUSSION:

Mrs. Funk felt that we only needed a maintenance supervisor and not a facilities manager. She wasn't willing to accept because of the additional money and she would like to see someone more hands on. She felt that the district is small and she doesn't want to spend extra.

##### BOARD ACTION:

Mr. Roland made a motion to approve the job description and advertisement for the facilities manager as presented. Seconded by Mr. Engle and passed on a roll call vote of 6-1. Mrs. Funk cast the negative vote.

##### B. Budget and Finance

- 1) Middle School Student Activity Account - The Board was requested to approve a student activity account for the Middle School - Olympic Day.

##### DISCUSSION:

Mr. Wentz noted that the students raise the money for this and it is used for the student use related to the activity.

##### BOARD ACTION:

Mr. Kelly made a motion to approve the Middle School student activity account as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- 2) E Signature Resolution - The Board was requested to approve Dr. Pamela Smith as a signature for e-grants ([enclosure](#)).

##### BOARD ACTION:

Mr. Kelly made a motion to approve the e signature resolution with Dr. Alan Moyer as a signature instead of Dr. Pamela Smith as previously stated. Seconded by Mr. Roland and passed on a roll call vote of 7-0.

C. Student Disciplinary Action

- 1) The Board was requested to approve the Board expulsion waivers for two students in violation of district policies.

BOARD ACTION:

Mr. Engle made a motion to approve the student disciplinary action as presented. Seconded by Mrs. Funk and passed on a roll call vote of 7-0.

V. Planning/Discussion (items for April 22, 2013)

A. Personnel

- 1) Employment -

Substitute Employees:

Loren Householder, day-to-day substitute teacher, effective for the 2012-2013 school year. Rate of compensation will be \$95.00 per day.

Victoria Temple, day-to-day substitute teaching and personal assistant effective for the 2012-2013 school year. Rate of compensation will be \$10.31 per hour.

- 2) Permission to Advertise

Anticipated Positions:

Student Achievement/Intervention Specialists (2 positions)

Elementary Teachers

Art Teacher

Special Education Teacher

Social Studies Teacher

DISCUSSION:

Dr. Moyer noted that if board members have any concerns or questions, see Mrs. Frock, Dr. Moyer or Dr. Smith prior to the board meeting.

- 3) Discussion Item: Supplemental Position of Public Relations

DISCUSSION:

Mrs. Lingg noted that most school districts have a full time public relations person and this position would be a supplemental position to provide up to five articles a month. This person would be working on articles ready to hand to the newspaper. Mrs. Lingg recommended this strongly. Mr. Roland stated that he is in support of the position and felt that we need to do a better job of promoting the school. Mr. Edwards felt that we are doing a great job on the website. Mrs. Daubert stated that she also felt that we do a really nice job on the website but this would facilitate good communications.

## B. Policy

### 1) Policies - Final

- [232](#) Student Involvement in Decision-Making
- [601](#) Fiscal Objectives
- [602](#) Budget Planning
- [603](#) Budget Preparation
- [604](#) Budget Hearing
- [605](#) Tax Levy
- [607](#) Tuition Fees
- [608](#) Bank Accounts
- [610](#) Purchases Subject to Bid
- [613](#) Joint Purchasing
- [614](#) Payroll Authorization
- [616](#) Payment of Bills
- [618](#) Student Activity Funds
- [621](#) Local Taxpayer Bill of Rights
- [802](#) School Organization
- [803](#) School Calendar
- [805](#) Emergency Evacuation/Emergency Preparedness
- [807](#) Opening Exercises/Flag Displays

### 2) Regulations

- [232-R1](#) Participatory Decision Making
- [610-R1](#) Bidding Requirements
- [805-R1](#) Evacuation of Schools

### 3) Policies - Tentative

- [250](#) Student Recruitment
  - [250-R1](#) Reservation of Consent
  - [250-R2](#) Authorization for Release of Student Records
- [804](#) School Day
- [811](#) Bonding

DISCUSSION:

Mrs. Lingg noted that Board members should go over the policies and if you have any questions contact Mrs. Gunnet or Mr. Watson.

C. Building and Grounds

- 1) Informational: Building & Grounds Meeting Report - April 4, 2013  
([agenda](#)) ([minutes](#))

DISCUSSION:

Mr. Roland highlighted items from the meeting. They completed updating the hot water in the elementary schools that were renovated -- Washington and Hanover Street. He felt that maintenance did a great job in fixing the problem. This should reduce the utility bill at each building and was completed by maintenance.

- 2) Capital Reserve Projects ([enclosure](#))

DISCUSSION:

Some items on the capital reserve list are: carpet in the Middle School, air handlers, and hoist to raise wrestling mats up out of the way. Also included would be an energy audit to review facilities which would be a way to save money. Included would be reserves to put aside to replace the High School roof in 2020. Mrs. Lingg noted that the softball field should be changed to future discussion. Mrs. Funk wondered if we are just getting one idea about the Clearview roof. Mr. Roland stated that the sundial is getting water damage and will probably not be a lot of money to have done. We need to get the scope of the work first. Dr. Moyer noted that everyone has done a fantastic job and we are now in the maintenance mode. We are also looking at ways to save money through conservation.

D. Budget and Finance

- 1) Check Registers
- 2) Monthly Reports - March
- 3) LIU Joint Purchasing Bid Approval
  - a) Athletic/Health
  - b) Sports/Recreation

4) Preliminary General Fund Budget 2013-2014 - May 13 Approval

DISCUSSION:

Board members were asked to present any questions at the April 22 Budget and Finance meeting or accept any recommendation made by the Budget and Finance Committee on May 13. Anyone with questions should contact Mr. Kelly or Mr. Wentz.

VI. Public Comment

There was an executive session regarding two students disciplinary action and personnel issue prior to the meeting.

Penny Wagaman wondered if there would be any additional positions needed. Mrs. Lingg stated that what was brought to the board is what we need and this includes two new positions and others are replacements of existing positions.

Joy Kopp presented the board with two letters that were written regarding an event that took place this past weekend.

VII. Adjournment

The next Board meeting will be Monday, April 22, at 6:00 PM in the Boardroom.

Mr. Edwards made a motion to adjourn the meeting. The meeting was adjourned at 6:58 PM.