

BOARD OF DIRECTORS MEETING MINUTES

Monday, September 23, 2013
6:00 P.M.

A. Opening Business

- Call to Order - The meeting was called to order 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. Roland
 - Board Members absent: Mr. Watson
 - Student Board Members present: Zach Sheaffer, Garrett Reichart (arrived at 6:07)
 - Also Present: Dr. Scola, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Mr. Hershner, Mr. Kress, Mrs. Frock, Mr. Hain, Mrs. Hilyard, Mrs. Campbell, Dr. Krout, Linda Yowaiski, HPESPA; Debra Fake, HPESPA; Darlene Klenk, Diane Wagaman, HPESPA; Eric Hartman, HEA; Adam Michael, Evening Sun; Maria Shea, Kathi Martin, Jared Reck, Stephanie O'Brien, Rina Houck

B. Recognition of Visitors

C. Public Comments - None

D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of August 26, 2013, and September 9, 2013.

- Minutes 8-26-13 ([enclosure](#))
- Minutes 9-9-13 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

E. Committee Reports

York School of Technology – Kelly, Representative - No Report

Recreation - Lingg, Representative - The next meeting will be this Thursday which will provide the attendance numbers in the summer programs..

PN Advisory – Funk, Representative - No Report

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Funk - No Report

Joint Wage Tax - Edwards, Representative, O'Connor, Alternate - No Report

Lincoln Benefit Insurance Trust - Wentz, Representative - We will be receiving

preliminary funding rate information in October.

Legislative Liaison with Pennsylvania School Board Association – O’Connor
Delegate Voting - October 1

BOARD ACTION:

Dr. O’Connor made a motion to vote for the PSBA endorsed candidates. Seconded by Mr. Edwards and passed on a roll call vote.

Policy Committee – Watson, Chair; Engle, Funk, Lingg - Mrs. Lingg reported that the committee did meet. They took one policy to the Budget & Finance committee. Mrs. Lingg felt that we are making progress with policies.

Stadium Promotional Committee - Funk - Mrs. Funk reported that five gold plaques will be hung tomorrow morning. There was a problem with information getting to the right place but it has been resolved. Papers to donate are located at the administration front desk as well as online using Paypal. The information will also be placed in the upcoming newsletter.

Educational Programs Committee - Daubert, Chair; O’Connor, Watson - No Report

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - Mr. Roland noted that the length of the meetings have been shortened. They are now working on long-range planning and especially increased enrollment and space allocations. Also discussed was air handlers in the Middle School auditoria, bell system, and tennis courts. We lost 16 trees at Sheppard and Myers which have been rebid and replaced. We now have watering bags to keep them from dying out. We are interested in replacing the lights in the High School gym which would save energy. The lights pay for themselves in energy usage in two years. The scoreboard was dedicated last Monday at the field hockey game and thank the booster club for the donation.

Student Board Members - Sheaffer, Reichart, Wagaman (alternate) - Zachary Sheaffer is the Senior school board member and also a Junior Representative on the Borough Council. Garrett Rechart stated that he was also glad to return as a Junior.

F. Superintendent’s Report - Dr. John Scola

Dr. Scola said that he met with both student board members and gave them our expectations. He noted that we always welcome their comments.

Dr. Scola congratulated Mr. Hershner at the Middle School working on acceleration. The math team took SAS to 8th grade students and identified additional Algebra I students for this year. We now have two classes of Algebra I classes in the Middle School. Those students will now be able to take college level classes before graduating.

Dr. Scola commented that Rina Houck is coming to us with a wealth of knowledge and background. Her references spoke highly of her and she will be a strong instructional leader.

- Assistant to Superintendent - We are in need of a strong curriculum planning process so our students can attend the best colleges. He felt that this is a very important position. The person will be responsible for writing grants and will bring sound professional development. He made the decision to hire someone for assistant to the superintendent for curriculum and instruction and assessment

and hope to give stability to the district. He felt that we are making positive progress and prepare for the future. We will develop curriculum based on data and tests.

G. Standing motions regarding Personnel

1. Employment - The Board was requested approval for the following employment items contingent upon receipt of all required employment paperwork:

Supplemental Employees:

Megan Stitt, Oratorical Advisor, effective for the 2013-2014 school year. Rate of compensation will be \$997.00 (completed).

Kurt Brenner, head varsity wrestling coach, effective for the 2013-2014 school year. Rate of compensation will be \$4,334.00 ([enclosure](#)).

Allen Sell, transfer from Head Middle School Boys Basketball Coach to Head 9th Grade Boys Basketball Coach. Rate of compensation and Level to remain the same (completed).

Substitute Employee:

Emily Emig, day-to-day substitute teacher, effective for the 2013-2014 school year. Rate of compensation will be \$95.00 per day. (completed)

Substitute Classified Employee: Effective for the 2013-2014 school year. Rate of compensation as appropriate for each person.

Anne Jesse - teaching and personal assistant, lunchroom/playground supervisor
Rebecca Lippy - teaching and personal assistant, clerical and library assistant

Vicki Maloney- teaching and personal assistant, lunchroom/playground supervisor, clerical

Jack McLaughlin - custodian

Joy Kopp - adult patrol

- 2) Leave of Absence - The Board was requested to approve the following request for leave of absence:

Jane Gross, cafeteria employee, request for uncompensated leave of absence for medical reasons, effective November 22, 2013, to January 1, 2014.

- 3) Job Description and Approval to Advertise - The Board was requested to approve the following job description and approval to advertise:

Assistant to the Superintendent for Curriculum and Instruction ([enclosure](#))

BOARD ACTION:

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

4) New Business:

- a) Resignations - The Board was requested to approve the following resignations:

Substitutes:

Lisa Farley, Rhonda Feiser, Cory Helm, David Gardner and Nathaniel Murren, day-to-day substitute teachers, effective immediately.

Tina Poole, day-to-day substitute lunchroom/playground, effective immediately.

Supplemental Employee:

Rachel Seibel, Middle School winter sports cheerleading head coach, effective for the 2013-2014 school year.

BOARD ACTION:

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

- b) Employment - The Board was requested to approve the following employment items contingent upon receipt of all required employment paperwork:

Administrative Employee:

Catherine (Rina) Houck, Assistant High and Middle School Principal, effective date to be determined upon release from current employer. Rate of compensation will be \$84,000 prorated for the remainder of the 2013-2014 school year ([enclosure](#)).

Classified Employees:

Joy Kopp, regular adult patrol, effective September 24, 2013. Rate of compensation will be \$26.42 per day ([enclosure](#)).

Randy Hansford, part-time 4 hour custodian, effective date to be determined. Rate of compensation will be \$10.01 per hour ([enclosure](#)).

Herbert Stormes, part-time 4 hour custodian, effective date to be determined. Rate of compensation will be \$10.01 per hour ([enclosure](#)).

Gameworkers: effective for the 2013-2014 school year. Rate of

compensation will be as listed on the SA-107a, Athletic/Event for Payment.

Erica Gottsch
Deanna Markle
Crystal McDermitt
Ashley Green Guatam
Caren Evans
Sue McCleaf

Substitutes:

Ron Palmer, Desiree Corbin, Heather Little, Carlene McCalla, Ronald Floess, and Kurt Brenner, day-to-day substitute teachers, effective for the 2013-2014 school year. Rate of compensation will be \$95.00 per day (completed).

Allison Wentz, day-to-day substitute classified lunchroom/playground supervisor and adult patrol. Rate of compensation will be as applicable for each supplemental position (completed).

Supplemental Employee:

Leroy Gilmore, student custodian/maintenance helper, effective September 24, 2013, through the end of the 2013-2014 school year. Rate of compensation will be \$8.00 per hour as needed but no more than 15 hours per week ([enclosure](#)).

Kara Glass, Assistant Middle School Field Hockey Coach, effective for the 2013-2014 school year. Rate of compensation will be \$1,449.00 prorated for remaining time worked in season ([enclosure](#)).

BOARD ACTION:

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

- c) Leaves of Absence - The Board was requested to approve the following request for leaves of absence:

Amanda Lawrence, full-time LPN Instructor request for uncompensated leave of absence for childbearing/childrearing leave, effective approximately September 17, 2013, to approximately December 2, 2013

Donald Coffman, part-time custodian, request for leave of absence/ uncompensated leave for medical reasons, effective September 3, 2013, to approximately January 7, 2014. Mr. Coffman will be using paid leave prior to beginning uncompensated leave.

BOARD ACTION:

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

H. Standing Motions regarding Policy

1. Policies - The Board was requested final approval for the following policies from the Building and Grounds Committee:
 - [.707](#) Community Use of School Facilities
 - [707-R1](#) Charges for Use of School FacilitiesFinal approval from Policy Committee:
 - [249](#) Bullying/Cyberbullying

BOARD ACTION:

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

I. Standing Motions regarding Finance

- 1) Monthly Reports - August - The Board was requested to approve the following August monthly reports (enclosures)

[Investment Report](#)

[Board Summary](#)

[Tax Collector](#)

[Student Activities MS](#)

[Student Activities HS](#)

BOARD ACTION:

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

- 2) Check Registers - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,712,744.71, Capital Reserve totaling \$9,903.65, and Cafeteria totaling \$47,554.28. Grand total \$1,770,202.64. ([general fund](#)) ([capital reserve](#)) ([cafeteria](#))

BOARD ACTION:

Mrs. Funk made a motion to approve the check registers as presented. Seconded by Mr. Kelly and passed on a roll call vote of 8-0.

- 3) Transportation Agreement - The Board was requested to approve the transportation agreement for the 2013-2014 school year with VIDA charter school ([enclosure](#)).

DISCUSSION:

Mr. Engle wondered about where the students are picked up. Dr. Scola noted that changes were made from the original contract. It gives us the ability to make changes with stops. We will remain as it is right now but gives us flexibility in the future.

BOARD ACTION:

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

4) Act 1 Index for General Fund Budget 2013-2014 - Informational Only

DISCUSSION:

Mr. Wentz stated that for the 2014-2015 school year the base index is to be 2.1% of millage rates. The maximum for Hanover would be .41 mills, however the District aid ratio is above .4000 which will bring an adjusted index to be published prior to September 30. He felt that it would be 2.1% to 2.4% which would result in maximum increases possible of .41 to .47 mills or \$380,000 to \$440,000 in additional income. Mr. Kelly asked Mr. Wentz to email the board members when the actual index is released.

5) Cell Tower Lease ([enclosure](#)) - Informational Only

DISCUSSION:

Mr. Wentz noted that the Budget and Finance committee discussed the lease at their meeting. We are in the final stages. We have made some changes and spoke with our attorney and Mr. Wentz had a conference call with Verizon's attorney and a representative from Verizon. We have settled some issues but a couple are outstanding. Stock and Leader will be contacting them and will be bringing back the lease when it is finalized. Mr. Roland noted that the \$16,000 rental fee per year hasn't changed.

6) New Business

- a) Tax Exoneration - The Board was requested to approve a tax exoneration for the school real estate taxes for the 2013-2014 school year for Olivia's House (non profit) based upon date of settlement of June 26, 2013.

DISCUSSION:

Mr. Wentz commented that this non-profit is new to our area but

they have received tax exoneration as of January 1, 2014 but settled on the property on June 26, 2013. They requested the exoneration of taxes.

BOARD ACTION:

Mrs. Funk made a motion to approve the tax exoneration as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

Mrs. Lingg announced that there was an executive session prior to the meeting to discuss personnel issues.

J. Adjournment

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

The next planning meeting will be Monday, October 14, at 6 PM in the boardroom.
The next board meeting will be Monday, October 28, at 6 PM in the boardroom.