

Hanover Public School District
School Board Planning Meeting
Monday, January 13, 2014 - 6:00 PM

MINUTES

I. Opening Business

- A. Call to Order -- The meeting was called to order at 6:00 PM.
- B. Pledge of Allegiance
- C. Roll Call -
Board Members present: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Reck, Mr. Roland, Mrs. Shea

Also Present - Dr. Scola, Dr. Seiple, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Mr. Hain, Mrs. Hilyard, Mrs. Gunnet, Mr. Hershner, Mrs. Houck, Dr. Krout, Mrs. Frock, Mr. Czap, Mike Vaux, HPESPA; Eric Hartman, HEA; Kathi Martin, Adam Michael, Evening Sun; Darlene Klenk

II. Recognition of Visitors :

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

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

LPN Employee:

Brenda Campbell, Practical Nursing Program Coordinator/Financial Aid Officer, effective February 28, 2014.

Classified Employee:

Kelly Routson, adult patrol and lunchroom/playground supervisor, effective December 25, 2013.

BOARD ACTION:

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

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

Professional Employee:

Amber Diehl, elementary teacher (6th grade), effective January 27, 2014. Rate of compensation will be Instructional I Step, 1.5, prorated for the remainder of the 2013-

2014 school year ([enclosure](#)).

Classified Employees:

Randy Hansford, transfer from part-time custodian to full-time custodian effective January 14, 2014. Rate of compensation will remain the same ([enclosure](#)).

Linda Brown, part-time 4.5 hour cafeteria employee, effective January 15, 2013. Rate of compensation will be \$10.59.hour ([enclosure](#)).

Alicia Sterner, transfer from Technology Help Desk to Computer Technician I, effective January 14, 2014. Rate of compensation and level to remain the same ([enclosure](#)).

Clyde Fletcher, part-time custodian, effective date to be determined upon release from current employer. Rate of compensation will be \$10.01 per hour ([enclosure](#)).

Supplemental Employees:

Barbara Jarrett and Debra Wildasin, Envirothon for Hanover Street, effective for the 2013-2014 school year. Rate of compensation will be \$434.00 and \$518.00, respectively (completed).

Kimberlie McCleaf, day-to-day substitute adult patrol, effective for the 2013-2014 school year. Rate of compensation will be \$26.42 per day (completed).

Gameworkers:

Eric Lehman, Annette Mummert, Joyce Merrel, and Jackie Uhler, gameworkers, effective for the 2013-2014 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for payment (completed)..

BOARD ACTION:

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

- 3) Approval to Advertise - The Board was requested to approve to advertise the following:

Practical Nursing Program Coordinator/Financial Aid Officer
Adult Patrol
Lunchroom/Playground Supervisor

BOARD ACTION:

Mr. Engle made a motion to approve to advertise as presented. Seconded by Mr. Frederick and passed on a roll call vote of 9-0.

- 4) Leave of Absence - The Board was requested to approve the following change for a leave of absence:

John Acker, cafeteria driver/inventory, medical leave of absence effective January 2, 2014. Return date to be determined upon physician release. Mr. Acker will be using paid leave prior to using uncompensated medical leave.

BOARD ACTION:

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

- 5) Act 93 Plan - The Board was requested to approve the following addition to the Act 93 Plan in effect through June 30, 2016.

Addition of level AA - Current Position Assigned

Assistant to the Superintendent for Curriculum, Instruction, and Assessment;
salary range -Min \$92,356 to Max- \$155,159

BOARD ACTION:

Mr. Roland made a motion to approve the addition to the Act 93 Plan as presented. Seconded by Mr. Reck and passed on a roll call vote of 9-0.

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

Dr. Susan Seiple January 26-29, 2013 ([enclosure](#))
PA Title I Improving Schools Conference
Pittsburgh, PA
Total Cost \$1,238.37 (Registration, Lodging &
Mileage) Paid with Title II Funds

DISCUSSION:

Dr. Scola noted that this would give Dr. Seiple appropriate feedback and highlights changes made to Federal Programs.

BOARD ACTION:

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

B. Budget and 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 \$1,665,946.11 and Cafeteria totaling \$45,978.73. Grand total \$1,711,924.84. (one [enclosure](#) all grouped together)

BOARD ACTION:

Mr. Kelly made a motion to approve the check registers as presented. Seconded by Mr. Frederick and passed on a roll call vote of 9-0.

C. Policy

- 1) Policies - The Board was requested tentative approval for the following policies:
- [008](#) Organizational Plan
 - [213](#) Grading of Student Progress
 - [246](#) District Wellness

DISCUSSION:

Dr. O'Connor noted that there were no changes to policy 246 and just a review of the policy.

BOARD ACTION:

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

IV. Superintendent's Report - Dr. John Scola

- Introduction of Dr. Seiple
 - Dr. Scola noted that Dr. Seiple has been a great addition to our District. She comes with a wealth of knowledge.
- Inclement Weather
 - He thanked Mr. Kress and his crew for great work with the parking lots and sidewalks during the snowstorms. The make up dates are April 21 & 22 and May 23. We are currently working on next year's calendar and will be presenting it to the HEA.
- Semester Change
 - Due to the closures, we will be extending the semester by two more days and will probably be extending the third semester also.

V. Planning/Discussion (items for January 27, 2014)

A. Personnel

- 1) Resignations - The Board is requested to approve the following resignations:

Substitute Employees:

Robert Zakula, day-to-day substitute teacher, effective December 20, 2013.

Robert Lance, day-to-day substitute teacher, effective December 2, 2013

Kerri Bankert, day-to-day substitute teacher, effective immediately.

Carrie Heiland, day-to-day substitute cafeteria worker, effective immediately.

- 2) Employment - The Board is requested to approve the following employment items:

David Albright, head varsity softball coach, effective for the 2013-2014 school year. Rate of compensation will be \$2,714.00 ([enclosure](#)).

- 3) Job Description - The Board is requested to approve the following revised job description.

Technology Help Desk - Technology Support Specialist ([enclosure](#))

B. Budget and Finance

- 1) Monthly Reports - November (enclosures) with December (available at January 27 meeting)

[Investment Report](#)

[Board Summary](#)

[Tax Collector](#)

[Student Activity - Middle School](#)
[Student Activity - High School](#)

- 2) Check Registers (available at January 27 meeting)
- 3) Lincoln Intermediate Unit # 12 General Operating Budget 2014-2015 ([enclosure](#))
- 4) York County School of Technology 2014-2015 Budget ([enclosure](#))
([enclosure](#))
- 5) Local Audit Report - Smith Elliott Kearns & Company for year end June 30, 2013 (available at January 27 meeting)
- 6) Hanover Public School District General Fund Budget Resolution Index 2014-2015 ([draft-enclosure](#))
- 7) Real Estate and Per Capita Taxes Exonerations from Collection - Leroy Wentz - Tax Collector (available at January 27 meeting)
- 8) LIU Joint Purchasing Bid Award Approval - Fall Paper

DISCUSSION:

Mr. Kelly noted that these items will be voted on at the next meeting. If you have any questions, please email Mr. Wentz and Mr. Kelly.

Mrs. Lingg noted the procedure to pay Real Estate taxes has changed a while back. The tax collector no longer accepts cash. Mr. Wentz noted that when it comes close to the end of discount and face collection the tax collector may see as many as 400-500 people a day. When he takes cash in, it becomes a safety issue. He noted that we also dropped the ability to pay by credit card because it is too expensive to accept credit card payments. Mrs. Lingg felt that we might want to make the notice about cash more prominent on the tax bill. The tax collector does include a notice in the tax bills.

V. Public Comment

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

Mr. Roland displayed Hanoveropoly pieces that Mr. Fry made with our 3D printer.

VI. Adjournment

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

Mr. Engle made a motion to adjourn the meeting. Seconded by Mr. Frederick. The meeting was adjourned at 6:14 PM.