

Hanover Public School District
School Board Planning Meeting
Monday, April 14, 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. Kress, Mrs. Gunnet, Mrs. Hilyard, Mrs. Houck, Mrs. Frock, Dr. Krout, Mr. Czap, Mr. Hershner, Mike Vaux, HPESPA; Shannon Resh, Darlene Klenk

II. Recognition of Visitors :

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

1) Retirements - The Board was requested to approve the following retirements:

Dave Reese, Health and Physical Education teacher, effective June 11, 2014 with the end of the 2013-2014 school year. Mr. Reese is retiring with 36 years of service to the district and a total of 37.6 total years.

Jill Davidson, Health and Physical Education teacher, effective June 11, 2014 with the end of the 2013-2014 school year. Mrs. Davidson is retiring with 34.9 years of service to the district and a total of 35.35 years of service.

2) Terminations - The Board was requested to approve the following employment terminations:

Deidre Berger, substitute adult patrol, effective immediately.

Richard Beamer, part-time custodian, effective March 31, 2014.

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

Substitute Employees:

Karen Woolford, substitute teaching assistant, personal assistant, and lunchroom/playground supervisor, effective immediately.

Vicky Mummert, substitute teaching assistant, library assistant and clerical, effective immediately.

Classified Employee:

Alicia Sterner, computer technician I, effective April 23, 2014.

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

Supplemental Employees:

Suzanne Sneeringer, assistant middle school volleyball coach, effective for the 2013-2014 season. Rate of compensation will be \$1,449.00 ([enclosure](#)).

Sarah Enoff, Teresa Michael, Joanne Hockensmith, Michelle Williams and Carrie Heiland, summer COSMIC employees, effective June 23, 2014 through July 25, 2014, not more than six (6) hours per day. Rate of compensation will be at current individual employee rate (current).

Alex Lease, assistant varsity track coach, effective for the 2013-2014 season. Rate of compensation will be \$1,746.00 ([enclosure](#)).

Substitute Employees:

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

Becca Fink, day-to-day substitute cafeteria worker, and teaching/personal assistant. Rate of compensation will be \$10.59 per hour (completed).

Amber Klinedinst, day-to-day substitute lunchroom/playground supervisor. Rate of compensation will be \$10.59 per hour (completed).

- 5) Approval of Job Description - The Board was requested to approve the following revised job description:

Team Leader ([enclosure](#))

- 6) Leaves of Absence - The Board was requested to approve the following request(s) for leave of absence:

Tiffanie Garman, 5th grade teacher at the Middle School, request for FMLA leave of absence, effective approximately June 9, 2014 through the end of the 2013-2014 school year and then August 18, 2014 to approximately November 4, 2014. Mrs. Garman will be using paid leave prior to beginning FMLA LWOP.

Susan Stauffer, LPN Instructor, FMLA leave of absence, effective June 25, 2014 to September 17, 2014, 12 weeks FMLA. Mrs. Stauffer will be using paid leave prior to beginning FMLA LWOP.

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

Part Time Custodian (4 hours)
Computer Technician I

DISCUSSION:

Mrs. Lingg noted that the two retirees have over 71 years of teaching with our District.

BOARD ACTION:

Mr. Frederick made a motion to approve the personnel matters as presented. Seconded by Mr. Roland and passed on a roll call vote of 9-0.

B. Budget and Finance

- 1) General Fund Preliminary Budget Adoption 2014-2015 (real estate millage rate and expenditures) - The Board was requested to approve a preliminary tax millage increase for the 2014-2015 Preliminary General Fund Budget of .49 mills (2.5%) from 19.83 mills to 20.32 mills and an expenditure level totalling \$28,614,423 (prior year \$28,758,077)

DISCUSSION:

Mr. Roland noted that this is his third year through the process. He felt that last year was a difficult process. He congratulated the staff, business manager and Dr. Scola for a wonderful job. We have reduced our budget in a difficult environment and improved the educational process for students. It was noted that last year's deficit of \$1,000,000 is now less than \$500,000.

BOARD ACTION:

Mr. Kelly made a motion to approve the General Fund Preliminary Budget for 2014-2015 as presented. Seconded by Mr. Roland and passed on a roll call vote of 9-0.

C. Policy

- 1) Policies - The Board was requested final approval per the Policy Committee for the following policies:
 - [905.1](#) Parents' Advisory Committee
 - [904](#) Public Attendance at School Events
 - [222](#) Smoking and the Use of Tobacco
 - [323](#) Tobacco Use
 - [423](#) Tobacco Use
 - [523](#) Tobacco Use
 - [412](#) Evaluation of Employees
 - [412-R2](#) Supervision and Evaluation of Professional Staff
- 2) Policy - The Board was requested tentative approval per the Policy Committee for the following policy:
 - [103.1](#) Nondiscrimination - Qualified Students with Disabilities

BOARD ACTION:

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

- D. Historical Artifacts/Documents - The administration recommended that the historical artifacts of the Hanover Public School District be loaned to the Hanover Historical Society with the understanding that they will be maintained and preserved with no option to sell. The District and the Historical Society will mutually agree upon the artifacts to be housed at the museum. Hanover Public School District retains the right to have the artifacts returned to the District upon request. The contact person for the District will be the school superintendent. The Hanover High School Alumni Association, in consultation with the District and with at least two months prior notice can take 50th anniversary class

artifacts for a year's display at the high school. During graduation weekend alumni may visit the school collection at no charge at the Historical Society. Lastly, future items donated by the school will become part of the collection on loan to the Historical Society and future school items donated directly to the Historical Society will be the property of the Society under the Historical Society's normal policies. The stipulations, as stated above, will be documented in the executed written agreement between the Historical Society and the District.

BOARD ACTION:

Dr. O'Connor made a motion to approve to loan the historical artifacts to the Hanover Historical Society as presented. Seconded by Mrs. Shea and passed on a roll call vote of 9-0.

IV. Superintendent's Report - Dr. John Scola

- Budget - He thanked the Board for their approval of the budget. We are focusing our attentions on Student Achievement. We have increased offerings including Advanced Placement courses, level one readers, and improved science curriculum. The curriculum night for the High School was well attended. We are offering metal technology this fall which was a new program based on need in the community. We have had 106 students sign up for the course and the course should make the students job ready. We have also restored two musical positions. We have increased our professional development since we believe that is the key to moving forward. We feel we have made incredible strides. We have added a library position, and allocated \$12,000 for elementary library materials. Included in the budget is a Spanish teacher which will be in a specials rotation. We have felt a sense of urgency and are moving forward and should start to see results.
- Musical - Dr. Scola felt that the students were phenomenal. It was truly a wonderful musical. He was amazed at the sets and it was a great story. He felt that the three leads were incredible and all of the supporting cast. He felt it was outstanding start to finish.

V. Planning/Discussion (items for April 28, 2014)

A. Curriculum

- 1) Comprehensive Planning Update - Dr. Seiple announced that the High School plan is now complete. It will be brought to the Educational Programs Committee meeting on April 23. The comprehensive plan is being worked on including parents, LIU, Reading Specialists, Librarian and Migrant Education Program. We are in complete compliance with Title I, II and III. We have professional development built in. The plan is due in

November and we are hoping to submit it early. We hope to have it complete in July.

B. Budget and Finance

- 1) Monthly Reports
- 2) Check Registers
- 3) Bid Approval - Lincoln Intermediate Unit #12
 - a) Athletic/Health Bid ([enclosure](#))
 - b) Sports/Recreation Bid ([enclosure](#))
- 4) York Adams Academy Budget Approval 2014-2015 ([enclosure](#))

VI. Public Comment - None

VII. Adjournment

The next Board meeting will be Monday, April 28, at 6:00 PM in the Boardroom.

Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:16 PM.