

BOARD OF DIRECTORS MEETING MINUTES

Monday, June 29, 2015
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. Engle, Mr. Frederick, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Reck, Mr. Roland, Mrs. Shea
 - Also Present: Dr. Scola, Mr. Wentz, Mrs. Dubbs, Mr. Kress, Mr. Bauer, Chris Cappella, Evening Sun; Mike Vaux, HPESPA; Amanda Wallick, Nicole Brown
- B. Recognition of Visitors
- C. Public Comments
- D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of May 26, 2015 and June 15, 2015.
- Minutes 05-26-15 ([enclosure](#))
 - Minutes 06-15-15 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

E. Committee Reports

York School of Technology – Kelly, Representative - Mr. Roland attended the last meeting. Monthly reports were brought back to the District.

Recreation - Shea, Representative - There was a meeting last week. Liberty Day will be held this Saturday. The lower field is under reconstruction. They took the fence down and reused it at a Borough building. The president of this board has left and they are looking at three new members.

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

York Adams Earned Income Tax Bureau - Reck, Representative; O'Connor, Alternate - No report

Lincoln Benefit Insurance Trust - Wentz, Representative - No report

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative - They are working at the state budget and looking at a new basic education formula for schools including poverty, charter and a more student based formula. The house has passed a child protection law where they will waive the fees for volunteers which may start the end of July. The Senate has delayed the Keystone exams for two years. There is new PlanCon reform in the works with a new name.

Policy Committee – Frederick, Chair; Shea, Lingg - Did not meet. The next meeting is in August.

Educational Programs Committee - Daubert, Chair; O'Connor, Reck - Did not meet. The next meeting is in August.

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - They discussed applying lettering on the Administration building to match the gym. There is a need for security around the metal lab and they are looking at fencing which includes a panic exit system. There is need for a High School Climate Control in the amount of \$35,000 which is on the agenda for approval. They are looking at improving the entrance at Hanover Street by repairing the wall area below the chair rail height. The HVAC has been shut down for all buildings not being used in the summer.

Parents' Advisory Committee - Frederick - No report

F. Personnel

- 1) Resignation - The Board was requested to approve the following resignation:

Professional Employee:

Jason Potts, English teacher, effective July 1, 2015.

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

Professional Employee:

Katherine Walton, high school English teacher, effective with the beginning of the 2015-2016 school year. Rate of compensation will be Instructional 1 Step 1 of the 2015-2016 salary schedule ([enclosure](#)).

Classified Employee:

Kristin Johnson, transfer from Elementary Secretary to Transportation/Child Accounting Coordinator, effective date to be determined. Rate of compensation will be \$17.95 per hour (completed).

Coaches:

The Board is requested to approve the attached listing of coaches for fall 2015-2016 school year. Rates of compensation are applicable for each level position inclusive of the approved increase for the 2015-2016 school year. ([enclosure](#)).

- 3) Job Description Approval -
- a) Middle School Secretary ([revised](#))
 - b) Middle School Guidance Secretary ([revised](#))
 - c) Middle School Secretary/Receptionist (deletion)
 - d) Assistant Principal for High School ([revised](#))
 - e) Middle School Grade Level Principal ([revised](#))
 - f) Practical Nursing Program Coord/Financial Aid Officer (deletion)

- g) Secretary to the Director of Special Education and Director of Facilities [\(revised\)](#)
- h) Cafeteria Worker [\(revised\)](#)
- i) Cafeteria Warehouse/Inventory Worker [\(revised\)](#)
- j) Secretary to the Superintendent and Assistant to the Superintendent [\(revised\)](#)
- k) Accounts Payable Clerk [\(revised\)](#)
- l) Elementary School Secretary [\(revised\)](#)

4) Conferences/Workshops - The Board is requested to approve the follow requests for conferences/workshops:

Bj Frock PA State SHRM Conference
 September 23-25, 2014
 State College, PA
 Cost: \$857.82 [\(enclosure\)](#)

5) Status Quo - The Board acknowledges that the existing Collective Bargaining Agreement between the Board of School Directors and Hanover Public Education Support Personnel/PSEA/NEA will expire as of June 30, 2015 without a successor Collective Bargaining Agreement approved; the Board further acknowledges that it is well settled law that when a Collective Bargaining Agreement expires, a School District must maintain the “status quo” unless and until the parties reach a new Agreement or they bargain in good faith to impasse; now, therefore, the Board hereby resolves that the Hanover Public School District intends to fulfill its obligations to maintain the “status quo” accordingly; the Board further resolves that for the period of “status quo” Bargaining Unit Employees will continue to receive their salary and benefits, subject to the applicable employee contribution, in effect as of the expiration of the Collective Bargaining Agreement.

6) Leave of Absence - The Board is requested to approve the following request for a leave of absence:

Jay Czap, Clearview Elementary Principal, FMLA leave of absence for medical reasons, effective July 15, 2015, to approximately August 14, 2015.

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

Elementary Secretary - Hanover Street

BOARD ACTION:

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

G. Curriculum

- 1) Full Day Kindergarten - The Board of School Directors verified that the Hanover Public School District has offered full day kindergarten for all students since the 2012-2013 school year and will continue this practice in the future.

BOARD ACTION:

Mr. Frederick made a motion to approve the full day kindergarten. Seconded by Mr. Reck and passed on a roll call vote of 9-0.

H. Budget and Finance

- 1) Monthly Reports May (partial) - The Board was requested to approve the following May monthly reports
[Investment Report](#)
[Tax Collector](#)
- 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 \$2,899,875.12, Capital Reserve totaling \$16,995.48 and Cafeteria totaling \$18,171.73. Grand total \$2,935,042.33 ([General Fund](#)) ([Cafeteria](#)) ([Capital Reserve](#)).
- 3) Insurance Renewal - The Board was requested to approve the renewal of District insurance, including Package, Business Auto, Workers Compensation, Umbrella and School Leaders E & O policies, through agent Weber Insurance at a cost of \$131,234 (previously \$128,502).
- 4) Non Resident Tuition Rates 2015-2016 - The Board was requested to approve The Non Resident Tuition Rates for the 2015-2016 school year as established by the Pennsylvania Department of Education of Elementary \$9,997.02 or \$55.54 per day (\$9,858.39 prior year) Secondary \$12,371.20 or \$68.73 per day (\$12,287.46 prior year) ([enclosure](#)).
- 5) Capital Reserve - High School Climate Control - The Board was requested to approve an expenditure of \$35,000 for the repair of the High School Climate Control to be spent from Capital Reserve.
- 6) Assessment Appeals - Move to approve the District Administration and Solicitor to initiate tax assessment appeal litigation before the York County Board of Assessment Appeals concerning seventeen properties. ([enclosure](#))
The District Administration and solicitor are authorized to take all steps necessary to effectuate the initiation of the litigation.
- 7) Security Contract - The Board was requested to approve the security contract with G-Force Investigations, LLC at a rate of \$21/hour for the 2015-2016, \$21/hour for the 2016-2017 and \$22/hour for the 2017-2018 school years. ([enclosure](#))

- 8) Solicitor Renewal - The Board was requested to approve Stock and Leader as Solicitor for the 2015-2016 school year.
- 9) Metal Lab Fence and Gate - The Board was requested to approve a Capital Reserve expenditure up to \$10,500 (limit for standard quotes) for the installation of a fence and gate outside the Metal Lab area.

BOARD ACTION:

Mr. Kelly made a motion to approve the Budget and Finance items as presented. Seconded by Mr. Roland and passed on a roll call vote of 9-0.

- 10) INFORMATIONAL ITEM ONLY - Basic Education Funding Committee Recommendation and State Budget Update

Mr. Wentz reported that the basic education funding formula is out of date and dates back to the 1990's and is no longer adequate. The new formula would be utilized for any new monies approved in the state budget. Mr. Wentz noted that June 30 is the deadline for a state budget. Any impact to the District will begin in August if a budget is not adopted by then.

I. Public Comment

There was an executive session prior to the meeting regarding personnel and real estate.

J. Adjournment

Next Planning Meeting - Monday, August 10, at 6:00 PM.

Next Board Meeting - Monday, August 24, at 6:00 PM.

Mr. Engle made a motion to adjourn the meeting. The meeting was adjourned at 6:10 PM.