

Hanover Public School District  
School Board Planning Meeting  
January 11, 2016 - 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. Henry, Mr. Keller, Mrs. Lingg, Mr. Reck, Mrs. Shea  
Board member absent - Mr. Roland

Also Present - Dr. John Scola, Dr. Susan Seiple, BJ Frock, Kristin Koontz, Tessa Hilyard, Mark Hershner, Mike Vaux, Marc Abels, Amy Gotwals, Ashley Longenberger, Jay Czap, Troy Wentz, Lois Gunnet, Darlene Klenk, Amanda Morgret, Tom Krout, Barb Sanders

II. Recognition of Visitors:

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

1) Retirement - The Board was requested to approve the following retirement:

Classified Employee:

David Good, custodian, retirement effective July 29, 2016. Mr. Good is retiring with 9.5 years of service to the district.

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

Substitute Employees:

Darlene Wisner, day-to-day substitute teacher and personal assistant. Mrs. Wisner will remain on the substitute listing for lunchroom/playground supervisor.

Elizabeth Hower, day-to-day substitute teacher, effective December 12, 2016.

- 3) Employment - The Board was requested to approve the following employment item:

Professional Employee:

Kristen Koontz, health and physical education teacher, effective January 12, 2016. Rate of compensation will be Instructional I Step 1 ([enclosure](#)).

Substitute Employee:

Irene Ryan, day-to-day substitute teacher, effective for the 2015-2016 school year. Rate of compensation will be \$95.00 per day (completed).

Classified Employee:

Tianna Aumen, part-time 4-hour custodian, effective January 12, 2016. Rate of compensation will be \$9.81 per hour ([enclosure](#)).

Supplemental Employee:

Kristen Koontz, head varsity track coach, effective for the 2015-2016 season. Rate of compensation will be \$2,714.00.

Steve Brown, gameworker, effective for the 2015-2016 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for Payment.

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

Shelley Kell, request for FMLA leave of absence, effective December 23, 2016 to approximately January 22, 2016.

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

Dr. Pamela Smith      2016 PA Educational Leadership Summit  
State College, PA  
July 24-26, 2016 ([enclosure](#))  
Paid with Title II Funds

**BOARD ACTION:**

Mr. Engle made a motion to approve personnel items A 1-5. Second by Mrs. Daubert and passed on a roll call vote of 8-0.

**B. Budget and Finance**

- 1) Check Registers -The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$2,299,349.04, and Cafeteria totaling \$38,473.01. Grand total \$2,337,822.05. ([general fund](#)) ([cafeteria](#))

**BOARD ACTION:**

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

- 2) Monthly Reports - The Board was requested to approve the following November monthly reports:

[Board Summary](#)  
[Investment Report](#)  
[Tax Collector](#)  
[Student Activities MS](#)  
[Student Activities HS](#)  
[cafeteria](#)

**BOARD ACTION:**

Mr. Engle made a motion to approve the November monthly reports as presented. Second by Mrs. Shea and passed on a roll call vote of 8-0.

- 3) Joint Purchasing Fall Paper Bid Award - The Board was requested to approve the LIU #12 Joint Purchasing Fall Paper Award to Contract Paper Group Inc. for 440 cases of white copy paper in the amount of \$10,744.80.

**BOARD ACTION:**

Mrs. Daubert made a motion to approve the Fall Paper Bid as presented. Second by Mr. Frederick and passed on a roll call vote of 8-0.

- 4) Independent Audit Report 2014-2015 - The Board was requested to approve the Independent Audit Report as prepared by Smith Elliott Kearns and Company and as presented to the Budget and Finance Committee.

Mrs. Lingg commented that we received a good audit. Compliments to Mr. Wentz and Dr. Seiple.

**BOARD ACTION:**

Mrs. Daubert made a motion to approve the Independent Audit Report as presented. Second by Mrs. Shea and passed on a roll call vote of 8-0.

- 5) Tax Assessment Appeal Settlement - Hanover Partners LTD (Hampton Inn) - The administration recommends for approval for settlement of the tax assessment appeal litigation (Case No. 2015-SU-003760-26) for Tax Parcel 67-000-DD-0056.P0-00000, 309 Wilson Avenue, Hanover Borough, York County, Pennsylvania, owned by Hanover Partners LTD, for a total fair market value, effective for local and county taxes on January 1, 2016, and school taxes on July 1, 2016 in the amount of \$4,661,250. The appropriate common level ratio for 2016 of 89.3% will be applied to the fair market value to arrive at the assessed value of \$4,162,497. Absent major renovations, improvements, or demolition of the aforementioned property, there shall be no further effective change to the assessment of the property until the tax year beginning January 1, 2019. The District administration and solicitor are authorized to take all steps necessary to effectuate this settlement and to resolve this pending tax assessment appeal case.

**BOARD ACTION:**

Mr. Engle made a motion to approve the assessment appeal settlement. Second by Mrs. Daubert and passed on a roll call vote of 8-0.

- 6) Tax Assessment Appeal Settlement - Hanover Partners LTD (Holiday Inn Express) - The administration recommends for approval for settlement of the tax assessment appeal litigation (Case No. 2015-SU-003761-26) for Tax Parcel 67-000-DD-0056.X0-00000, 305 Wilson Avenue, Hanover Borough, York County, Pennsylvania, owned by Hanover Partners LTD, for a total fair market value, effective for local and county taxes on January 1, 2016, and school taxes on July 1, 2016 in the amount of \$3,588,750. The appropriate common level ratio for 2016 of 89.3% will be applied to the fair market value to arrive at the assessed value of \$3,204,753. Absent major renovations, improvements, or demolition of the aforementioned property, there shall be no further effective change to the assessment of the property until the tax year beginning January 1, 2019. The District administration and solicitor are authorized to take all steps necessary to effectuate this settlement and to resolve this pending tax assessment appeal case.

BOARD ACTION:

Mrs. Shea made a motion to approve the assessment appeal settlement. Second by Mr. Frederick and passed on a roll call vote of 8-0.

- 7) Card Access - High School Gym - The Board was requested to approve an expenditure of up to \$10,000 from Capital Reserve for card access for the high school gym area doors.

BOARD ACTION:

Mr. Engle made a motion to approve the capital reserve funds for card access at high school gym area. Second by Mrs. Daubert and passed on a roll call vote of 8-0.

- 8) Donation - The Board was requested to approve a donation of a violin and a clarinet to the music department by Lori Smith.

BOARD ACTION:

Mrs. Shea made a motion to approve the donation. Second by Mr. Engle and passed on a roll call vote of 8-0.

- 9) Residency Verification Officer - The Board was requested to approve Patrick Costello as an Residency Verification Officer ([enclosure](#)) ([enclosure](#)).

BOARD ACTION:

Mrs. Daubert made a motion to approve the residency verification officer. Second by Mr. Frederick and passed on a roll call vote of 8-0.

V. Superintendent's Report - Dr. John Scola

Thanked the administrators for involvement in budget meetings for the 2016-2017 school year.

- End of Marking Period - January 12 - No snow days as of yet

- Scheduling Meetings for Parents- mid February 8th and 9th grade parents will receive the new course guide for the high school with new course offerings. These meetings will be publicized to have parents and students involved in scheduling for next year.
- Clearview national achievement as a Distinguished Title I building will be at the next board meeting.
- Next meeting will also recognize volunteer service of the board members as January is School Board Member month.

VI. Assistant to the Superintendent's Report - Dr. Susan Seiple

- Piloting Reading Series - Grades 3-5 - Dr. Seiple reported that grades 3-5 teachers are piloting a reading series Wonders Reading Series which is aligned to state standards. Implementation would occur through the use of grants, when the state budget is approved and through available federal funds.

VII. Planning/Discussion (items for January 25, 2016)

A. Budget and Finance

- 1) Check Registers
- 2) Monthly Reports - December
- 3) York County School of Technology 2016-2017 Budget ([enclosure](#)) ([enclosure](#))
- 4) York Adams Academy 2016-2017 Budget ([enclosure](#))
- 5) Real Estate and Per Capita Exonerations - Tax Collector
- 6) State Budget Update

VIII. Public Comment - Two executive sessions were held during Budget and Finance.

Mrs. Lingg welcomed Ms. Koontz, new teacher hired this evening, who was in attendance.

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

The next Board meeting will be Monday, January 25, at 6:00 PM in the Boardroom.