

BOARD OF DIRECTORS MEETING MINUTES

Monday, February 8, 2016

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. Henry, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Board Members Absent - Mr. Frederick, Mr. Keller
 - Also Present: Troy Wentz, Laura Shovlin, Bryn Feeser, Caren Evans, Mike Vaux, Pam Smith, Marc Abels, Ashley Rummel, Kathleen Sheerer, Leah Shepler, Darlene Klenk, Amanda Wallick, Karen Nicholas, Rina Houck, BJ Frock, Sandy Chase, Erin Rodgers, Kelly Kirchner, Tessa Hilyard, Jay Czap, Amanda Morgret, Ashley Longenberger, Kelley Hartlaub, Amy Stratton, Lauren Birchmire, Peter Reck, Mark Hershner, Kurt Brenner, Marcie Temple, Katie Fry, David Birchmire, Eric Hartman, Alex Smith
- B. Recognition of Visitors - None
- C. Public Comments - Mrs. Lingg recognized Clearview Elementary staff, students and parents for Pennsylvania Title I School Exceptional Performance. There are 1,800 Title I schools in Pennsylvania and only two schools were selected for recognition at the state and national level in both Houston, Texas and Pittsburgh. Clearview has been recognized for two years. The board wishes to celebrate and offer congratulations to the Clearview Elementary.
- D. Superintendent's Report
- Clearview Elementary Distinguished Title I School for Exceptional Student Performance

Mr. Czap thanked the board for the opportunity to present topics in Houston at a national conference and to accept the award for the school. Over 3,000 people were present from all 50 states. The District technology is in line with national level. Mr. Czap commended the entire staff and the attendance at tonight's meeting shows the quality of the staff. Dr. Scola offered congratulations especially on the consistently for two years in a row of recognition. T-Shirts were distributed to the staff for the recognition.
 - Board Members Recognition - High School technology and construction technology department gave cutting boards that were laser engraved by the students to the board for recognition. Chocolates were given by Hanover Street and all elementaries provided artwork and commentary to board members as a thank you for the volunteer work and hours of committee meetings. Those in attendance responded with applause for the Board Members.
 - Phi Delta Kappa Reception - Quarterly meeting attended by 32 people and hosted by Hanover. Presenters were Mrs. Houck, Mr. Fry, Dr Scola, Dr. Seiple and Mr. Kress. Thank you to Crystal for the fine food presentation attended by many and the perception of the District has changed by those in attendance. Thank you to Mr. Williams for the generous donation to make the ILC possible. Dr. Scola indicated the District is as good as our actions and working continually to

improve.

- Snow Make Up Dates/Transportation - February 12 & March 29

E. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of December 7, 2015, and January 11, 2016.

- Reorganization Minutes 12-07-15 ([enclosure](#))
- Minutes 12-07-15 ([enclosure](#))
- Minutes 01-11-16 ([enclosure](#))

BOARD ACTION: The minutes were approved with no corrections.

F. Committee Reports

York School of Technology – Henry, Representative - 38 Hanover students attending, impressed with programs being offered and Mr. Henry is learning how the Joint Operating Committee affects Hanover.

Recreation - Reck, Representative - Summer programs will begin on June 6 and Morning League baseball program will begin on June 13. Discussed ways to improve the playgrounds which are well attended in the summer.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Henry

York Adams Earned Income Tax Bureau - Keller, Representative; Reck, Alternate

Lincoln Benefit Insurance Trust - Wentz, Representative - Reported that funding rates for 2016-2017 were approved and reinsurance is paid through the Affordable Health Care

Act. Hanover paid in \$16,478 this year based on \$44 per participant. Last year the rate was \$63 and next year the rate will be \$25. Throughout the Trust over \$717,000 was paid to the Federal government. Mr. Wentz complimented the Business Office for completion of the 1095 C insurance offer notification to employees that was completed by January 31 despite the extended deadline to March 31.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative - Senate Bill 880 was passed and signed which provided a two year delay in the implementation of the Keystone Exams.

Policy Committee – Frederick, Chair; Shea, Lingg

Educational Programs Committee - Daubert, Chair; Henry, Reck - Keystones and WIDA testing have been completed as required. Planning Guide for high school courses was reviewed, noting additions for STEAM, Robotics and Bio Tech. A NOCTI in reference to welding will be available for students to be certified when entering the workforce in the area of welding.

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) ([enclosure](#))
Recognition and thanks for facility organization during the recent storm where only two school days were lost. Some equipment difficulty occurred in trying to move the

massive snow. The middle school gym had a small area of damage to the gym floor due to snow drifts on the roof exceeding the pipe level and water entering the gym floor. Middle School events were moved to the high school while the drying process occurred.

Parents' Advisory Committee - Frederick - Dr. Scola reported that Mrs. Houck gave a presentation on the new offerings relating to STEAM and included in the high school course planning guide. Many of these courses are unique to Hanover. Mr. Bitler offers a gaming course at the middle school. Parents were pleased with the 14 AP course offerings.

G. Personnel

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

Classified Employee:

Steve Byers, Head Custodian, retirement effective March 18, 2016. Mr. Byers is retiring with 22 years of service.

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

Substitute Employees:

Gloria Brennan, day-to-day substitute teaching assistant, effective for the 2015-2016 school year. Rate of compensation will be \$10.89 per hour (current).

Adam Walton and Richard Overcash, day-to-day substitute teachers, effective for the 2015-2016 school year. Rate of compensation will be \$95.00 per day (completed).

Supplemental Employees:

Mark Williams, head varsity baseball coach, effective for the spring 2015-2016 school year. Rate of compensation will be \$2,768.00 (returning).

Jessica Sneeringer, head middle school volleyball coach, effective for the spring 2015-2016 season. Rate of compensation will be \$2,368.00 (returning).

Jordan Smith, head junior varsity baseball coach, effective for the spring 2015-2016 season. Rate of compensation will be \$1,781.00 (returning).

Kaitlyn Naill, assistant varsity track coach, effective for the spring 2015-2016 season. Rate of compensation will be \$1,817.00 (returning).

Denny Garman, assistant varsity baseball coach, effective for the spring 2015-2016 season. Rate of compensation will be \$2,111.00 (returning).

Maxfield Palmer, assistant varsity track coach, effective for the spring 2015-20146 season. Rate of compensation will be \$1,746.00 ([enclosure](#)).

- 3) Conferences/Workshops - The Board was requested to approve the following conferences/workshops:

Dr. Susan Seiple PAFPC Improving School Performance
Pittsburgh, PA
February 8-10, 2016
Paid with Title II Funds
([Enclosure](#))

Kurt Brenner Varsity Wrestling - Individuals
Thomas Slaugh Hershey, PA
Cody Gladfelter February 26-27, 2016
([Enclosure](#))

- 4) Bus and Van Drivers - The Board was requested to approve the bus and van drivers employed by Boyo Transportation ([enclosure](#)).
- 5) Leave of Absence - The Board was requested to approve the following request for leave of absence:

Sara Myers, 6th Grade Learning Support Teacher, FMLA leave approximately April 18, 2016 through the end of the 2015-2016 school year. Mrs. Myers will be using paid time during her leave.

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

Lunchroom/playground Supervisor - Hanover Street (2 hours)

BOARD ACTION:

Mr. Roland made a motion to accept Personnel Items G 1- 6. Seconded by Mr. Reck and passed on a roll call vote of 7-0.

H. Policy

- 1) The Board was requested to approve the following regulations:
 - [005-R](#) Standing Committees
 - [006-R](#) School Board Meeting Guide
- 2) The Board was requested to tentatively approve the following policies/ regulations:
 - [237](#) Electronic Devices
 - [412](#) Supervision and Evaluation of Temporary Professional and Professional Employees
 - [412-R2](#) Supervision and Evaluation of Professional Staff
 - [800](#) Records Management
 - [800-AR-1](#) Records Retention Schedule

- 3) The Board was requested to delete the following regulations:
- [212-R1](#) Procedure for Reporting Student Deficiencies
 - [412-R4](#) Conferences - Professional Employees/Administrators

BOARD ACTION:

Mrs. Shea made a motion to accept policy H 1 - 3. Second by Mrs. Daubert and passed on roll call vote of 7-0.

I. 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 \$797,042.60 and Cafeteria totaling \$36,178.87. Grand total \$833,221.47. ([general fund](#)) ([cafeteria](#))

BOARD ACTION:

Mrs. Shea motion to accept the check registers as presented. Seconded by Mr. Reck and passed on a roll call vote of 7-0.

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

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

BOARD ACTION:

Mrs. Shea made a motion to accept the monthly reports as presented. Seconded by Mr. Reck and passed on a roll call vote of 7-0.

- 3) York County School of Technology 2016-2017 Budget - The Board was requested to approve the York County School of Technology 2016-2017 Budget with total amount not to exceed \$27,544,423, a 0.66% increase (\$27,363,624 for 2015-2016) with the District's costs for 2016-2017 estimated to be \$437,422 based on 38.74 students (\$432,170 for 2015-2016 and 38 students), an increase of 1.22% or cost per student of \$11,291.22 including regular education, special education and transportation expenses. ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

Mr. Henry made a motion to accept York County School of Technology 2016-2017 budget as presented. Seconded by Mr. Roland and passed on a roll call vote of 7-0.

- 4) York Adams Academy 2016-2017 Budget - The Board was requested to approve the 2016-2017 York Adams Academy General Operating Budget in the amount of \$711,064 (prior year \$782,896). In addition the District will have five seats at a per seat cost of \$3,392 (prior year \$3,392) a total of \$16,960. The District also is invoiced for facility items at an approximate cost of \$3,200. ([enclosure](#))

BOARD ACTION:

Mr. Reck made a motion to accept the York Adams Academy 2016-2017 budget as presented. Seconded by Mr. Roland and passed on a roll call vote of 7-0.

- 5) Lincoln Intermediate Unit #12 General Operating Budget - The Board was requested to approve the 2016-2017 Lincoln Intermediate Unit #12 General Operating Budget in the amount of \$7,313,571 (prior year \$7,308,385) and a cost to the District of \$19,075.83 (prior year \$19,540.13) ([enclosure](#))

BOARD ACTION:

Mr. Reck made a motion to accept the LIU General Operating Budget as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 6) Athletic Trainer Contract - The Board was requested to approve an athletic trainer service contract with Hanover Hospital t/a Hanover Hospital Rehab Centers in the amount of \$23,380 (previously \$22,700) for the years of 2016-2017, 2017-2018 and 2018-2019, along with a team physician service for home regular season football games/PIAA InterSeason Physical Certification Forms and PIAA Minimum Weight Wrestling Certifications at a fee of \$800 (previously \$750) along with PIAA Pre-Participation Physical Exams at a rate of \$15 (no change) as provided in the enclosure. ([enclosure](#))

DISCUSSION:

Mrs. Lingg commented that Mr. Spertzel is well liked by the students and parents.

BOARD ACTION:

Mr. Reck made a motion to accept the athletic trainer contract as presented. Seconded by Mrs. Shea and passed on a roll call vote of 7-0.

- 7) Vehicle Replacement - The Board WAs requested to approve a purchase of a F350 Truck and Plow attachment at an estimated cost of \$35,750 plus tag fees.

BOARD ACTION:

Mr. Roland made a motion to accept the vehicle replacement as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- 8) Real Estate and Per Capita Taxes Exonerations from Collection - Leroy Wentz - Tax Collector - The Board was requested to exonerate Leroy Wentz, Tax Collector, from the collection of the following tax bills:

Real Estate Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2015 to York County for collection:
2015 Real Estate Taxes to York County 318 bills \$442,828.83 (prior year 344 bills \$416,219.36) ([enclosure](#))
2014 Real Estate Taxes to York County 4 bills \$536.61 ([enclosure](#))

Per Capita/Occupational Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2015 to York Adams Tax Bureau for collection:
2015 Full Per Capita/Occupational Taxes to YAEITB 2,037 bills (including 41 partial) \$39,510.00 (prior year 2,302 bills \$45,050.00) ([enclosure Part I](#)) ([enclosure Part II](#))
2014 Interim Per Capita/Occupational Taxes to YAEITB 116 bills (including 2 partials) \$2,260.00 ([enclosure](#))

Per Capita/Occupational Taxes exonerated for indicated reason, these will NOT be turned over for collection, exempt for indicated reason:
2015 Full Per Capita/Occupational Taxes 392 bills (including 25 partial) \$7,090.00 (prior year 470 bills \$8,740.00) ([enclosure](#))
2015 Interim Per Capita/Occupational Taxes 10 bills \$200.00 ([enclosure](#))
2014 Interim Per Capita/Occupational Taxes 87 bills (including 2 partials) \$1,680.00 ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to accept the real estate and per capita taxes exonerations form collection as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- 9) **INFORMATIONAL ITEM ONLY - State Budget Update**
Mr. Wentz commented that the Budget and Finance Committee discussed this more in depth. The state budget is 222 days late. 45% of basic education funding was received the last week of December. The District lost out on Educational Improvement Tax Credit money of approximately \$70,000. Tomorrow the Governor gives his address on the 2016-2017 budget. York County School of Technology and the Lincoln Intermediate Unit have utilized loans which our taxpayers help pay the interest on. The Board will need to consider acting on a loan the first meeting of April for the Hanover Public School District if funding is not received from the state. There are receivables that are being tracked, some dating back to June of 2015 that have not been received as of yet due to the budget impasse.

J. Public Comment - None

K. Adjournment - Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:36 PM

Next Board Meeting - Monday, February 22, at 6:00 PM.