

Hanover Public School District
School Board Meeting
Administration Building - 403 Moul Avenue, Hanover, PA
Minutes
Monday, April 25, 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: Mr. Engle, Mr. Frederick, Mr. Henry, Mr. Keller, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Board Members Absent: Mrs. Daubert
 - Student Board Members present: Madeline Hammond, Maria Balafoutas
 - Also Present: Dr. Scola, Dr. Seiple, Troy Wentz, Tessa Hilyard, Mark Hershner, Jessica Staub, Vicki Maloney, Brad Maloney, Sallie Durika, Mike Vaux, Eric Hartman, Kathi Martin, Laura Silver, Jay Czap, Kurt Brenner, Rina Houck, Marc Abels, Tom Krout, BJ Frock, Gloria Steuet, Tim Kress
- B. Recognition of Visitors - None
- C. Public Comments: None
- D. Approval of Minutes from Past Meetings - The Board was requested to approve the minutes of March 30, 2016, and April 4, 2016.
- Minutes 03-30-16 ([enclosure](#))
 - Minutes 04-04-16 ([enclosure](#))

BOARD ACTION:

The minutes were approved as presented

E. Committee Reports

York School of Technology – Henry, Representative

Recreation - Reck, Representative - Plans continue for renovation of playgrounds, Summer playground program will begin June 6 along with Morning League baseball program

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 - Meeting next week

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative - Budget and Finance discussion included information on the fiscal code that became law for 2015-2016 as the Governor chose not to sign the fiscal code, thus

automatically enacting the code. Fiscal code includes Basic Education Fair Funding Formula, Plan Con. Each will benefit Hanover Public School District.

Policy Committee – Frederick, Chair; Shea, Lingg - Numerous policies on agenda.

Educational Programs Committee - Daubert, Chair; Henry, Reck - Mr. Reck reported Dr. Seiple presented comprehensive plan, summer enrichment offerings which are at a nominal fee to cover expenses of the program

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) ([enclosure](#)) - Students built a cart for the maintenance department to use in spraying and to be pulled behind the golf cart. This alleviated having to purchase a cart and provided a practical application for the Metal Lab students, which was very well done. Bids are on the agenda for approval including seal coat and milling and heat pump replacement. This will extend the life of the pavement and will include brushing on application.

Parents' Advisory Committee - Frederick - Last meeting of the school year will be Tomorrow evening, Mr. Frederick is unable to attend, meeting is at 5:30 PM.

Student Board Members - Madeline Hammond, Maria Balafoutas - Student Council attended the District 8 Conference held in York where different sessions, including Mini - Thon discussions were held. Election of Advisor of the Year is in the process for the local area. May 11 will sponsor Nighthawk Pride Day. Key Club helped with the Chamber Breakfast. National Honor Society elected officers recently. Senior Class Prom will be held May 6 at Hanover Country Club and Class Trip is May 13. National Art Honor Society will help with Washington Spring Fling by providing face painting and recently took a field trip to the George Washington Art School and National Mall area of the District of Columbia. Athletics had senior night for tennis and baseball/softball captured victories last week. Three seniors participated in the Shippensburg Track Invitational where Ben Hutton placed 11th. May 17 is Sports Banquet. May 7 is Drama Night. April 29 is the Oratorical Contest during the day. AP and Keystone Testing is occurring. Madison Maloney is participating in Distinguished Young Women's event in York County. Jekyl and Hyde participated in the Encore Awards and won Best Overall Performance and Isaac Silver won Outstanding Male actor.

- F. Special Music - Madison Maloney and Isaac Silver sang "Take Me As I Am", a duet selection from Jekyl and Hyde and received a standing ovation at the end of the song. Jessica and Rene Staub, directors will be invited to May 9 or May 23 board meeting for recognition in relation to the Encore awards. Incredible team effort as smaller school wins the award. Isaac sang at Rotary recently and received a standing ovation. Madison read a statement indicating the growth of the drama department and blessed to have leadership of Jessica and Rene Staub. She will remember the musicals from high School in the future and lessons learned and how they impact the community. Recently received a letter from a retirement home community resident expressing gratitude of the performance that was just as well received as Broadway musicals. 2016 Encore Awards included 12 schools in York County performing eight minutes in front of judges. The Hanover performance won the Best Overall Performance and Isaac Silver won the Best Male Cast performance. The reaction of the cast was priceless when announced. Cast offers a thank you to Jessica and Rene Staub, Mrs. Smith and the administration for the support and recognition of the talented students at Hanover Public School District.

G. Superintendent's Report

- Jekyll & Hyde - Blessed to have Jessica and Rene Staub as advisors along with Mrs. Smith. Productions involved much work and effort and hours. The sets are unbelievable, where the entire auditorium is transformed. The talent of the student performers and the number of students involved on the crew is impressive, which is a credit to the students and parents and leadership which goes along with the District Commitment to Excellence. Exceptional musical and to win the award at the Encore is exceptional, being most likely the smallest student population in the County (12 schools participated). During the performance you forget where you are for a while. It was that incredible. Cannot overemphasize the excellence with the musical. The holiday season in 2016 will see a performance of The Elf.
- PSSA Testing - Wrapping up with science and make ups. Tedious testing process. Teachers do an incredible job with grades 3 through 8 preparation. Recently two of our elementaries scored better than all but one school in York County.
- End of Year Dates -- Prom, Campus Night, Graduation - Prom May 6 at Hanover Country Club, Campus Night May 25 in the auditorium due to the increased number of awards and scholarships and it becomes dark before the program has concluded. Don't want to start earlier than 7 PM so that parents can attend. Facebook - Hanover Public School District has a facebook page which will provide another communication technique.
- Summer Enrichment Camps - Start of a summer enrichment program, small fee will be included to cover cost of materials and staff pay. Offerings include areas Of Creative Writing, Milky Way exploration, Science, Fun With Music, and Using Technology. District is interested not only in remediation but also providing advancement opportunities. Cost is \$25.

Mrs. Smith announced that Lion King Junior is being performed at the Middle School on May 21, 22 and 23. May 21 and 22 at 7 PM and May 23 at 2 PM.

H. Personnel

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

Professional Employee:

Melissa Storm, business teacher, effective May 26, 2016, the end of the 2015-2016 school year. Mrs. Storm is retiring with 37 years of service with the Hanover Public School District.

Classified Employee:

Eileen Smith, secretary to the Human Resource Director, effective August 1, 2016. Mrs. Smith will be retiring with 31.9 years of service with the Hanover Public School District.

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

Classified Employees:

Devin Brown, custodian part-time, effective May 3, 2016.

Gary Eline, adult patrol, effective May 26, 2016, the end of the 2015-2016 school year. Mr. Eline is requesting to remain on the adult patrol substitute listing.

Leroy Gilmore, third shift custodian at the Middle School, effective April 25, 2016.

Substitute Employee:

Nancy Downing, day-to-day substitute teacher, effective April 15, 2016.

- 3) Termination - The Board was requested to approve the following termination:

Classified Employee:

Mindelle Naylor, personal assistant, effective April 15, 2016.

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

Classified Employees:

Janet Ginter, transfer from head custodian at the high school to third shift regular custodian at the Middle School, effective date to be determined. Rate of compensation will be \$10.93 per hour (current).

James Shanebrook, transfer from third shift custodian at the Middle School to head custodian at Clearview, effective date to be determined. Rate of compensation will be \$12.74 per hour (current) ([enclosure](#)).

Doug Laugerman, third shift custodian at the Middle School, effective date to be determined. Rate of compensation will be \$9.81 per hour ([enclosure](#)).

Tianna Aumen, transfer from part-time 4 hour custodian to full time second shift custodian at the Middle School, effective April 26, 2016. Rate of compensation will remain the same ([enclosure](#)).

Kathleen Hibbs, part-time 4-hour custodian, effective April 26, 2016. Rate of compensation will be \$9.81 per hour ([enclosure](#)).

Substitute Employees:

Diana Diehl, day-to-day substitute custodian, effective immediately. Rate of compensation will be \$9.81 per hour (current).

Kristina Brockman, Nicole Cramer, Ashley Rummel, and Rachel Staub, day-to-day substitute teachers, effective for the 2015-2016 school year. Rate of compensation will be \$95.00 per day (completed).

Supplemental Employee:

Shane O'Reilly, summer student worker, effective for summer 2016. Rate of compensation will be \$10.00 per hour (completed).

Summer Academy Teachers:

Summer Academy 2016 - June 20 - July 14, 2016

(Monday through Thursday 8:00 - 12:00 PM)

(Paid from Title I - \$20 per hour)

Heather Wagaman - Lead Teacher

Jessica Rega

Ashley Rummel

Connie Harness

Caren Evans

Rebecca Conover

Substitute Summer Academy Teachers:

Kaitlyn Naill

- 5) Bus and Van Drivers - The Board was requested to approve the following bus driver employed by Boyo Transportation ([enclosure](#)).
- 6) Leave of Absences - The Board was requested to approve the following request for leave of absences:

Joanne Hahn, elementary music teacher, intermittent FMLA, effective April 14, 2016, through the end of the 2015-2016 school year.

Jennifer Greening, 6th grade teacher, FMLA leave, tentatively May 19, 2016, through the end of the 2015-2016 school year.

Lisa Smith, high school science teacher, FMLA leave, August 18, 2016, to November 10, 2016.

BOARD ACTION:

Mr. Reck made a motion to approve personnel items H 1 - 6. Seconded by Mr. Frederick and passed on a roll call vote of 8-0.

I. Policy

- 1) The Board was requested tentative approval for the following policies/regulations:
 - [001](#) Name and Classification
 - [142](#) Migrant Students
 - [211](#) Student Accident Insurance
 - [216.2](#) Supplemental Discipline Records
 - [218](#) Student Discipline
 - [218-R1](#) Student Discipline
 - [221](#) Dress and Grooming
 - [226](#) Searches

- [226-R1](#) Search and Seizure
 - [308](#) Employment Contract
 - [823](#) Narcan® (Naloxone) Storage and Administration
 - [823-R1](#) Administration Procedures for the Storage, Usage and Administration of Narcan® (Naloxone)
 - [830](#) Breach of Computerized Personal Information
- 2) The Board was requested to tentatively delete the following policies:
- [213.1](#) Final Exam
- 3) The Board is requested to delete the following regulations:
- [101-R](#) Statement of Philosophy of Hanover Public Schools
 - [112-R](#) Psychological Services - Request Procedure
 - [117-R1](#) Homebound Instruction
 - [123-R1](#) “Super Frosh” - Accelerated Athletic Placement
 - [142-R](#) Programs for Migrant Students
 - [204-R2](#) Other Excused Absences
 - [204-R3](#) Medical, Dental and Vision Examinations
 - [208-R1](#) General Employment Certificates
 - [308-R1](#) Administrators’ Contracts

DISCUSSION:

Mrs. Lingg indicated an amazing amount of policies are being reviewed by this Committee. Thank you to Mr. Frederick and his committee.

BOARD ACTION:

Mr. Frederick made a motion to approve policies I 1-3. Seconded by Mrs. Shea and passed on a roll call vote of 8-0.

J. 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 \$1,612,215.75, Capital Reserve totaling \$16,047.50 and Cafeteria totaling \$47,939.29. Grand total \$1,676,202.54 ([general fund](#)) ([capital reserve](#)) ([cafeteria](#))

BOARD ACTION:

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

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

[Board Summary](#)
[Investment Report](#)
[Tax Collector](#)

[Tax Collector - Quarterly](#)
[Student Activities - Middle School](#)
[Student Activities - High School](#)
[Cafeteria](#)

BOARD ACTION:

Mr. Roland made a motion to approve Monthly Reports as presented. Seconded by Mrs. Shea and passed on a roll call vote of 8-0.

- 3) Athletic/Health Supplies Bid - The Board was requested to approve the Athletic/Health Supplies bid through the LIU Joint Purchasing Board for 2016-2017:
[\(enclosure\)](#)

Everything Medical	\$1,349.79
Henry Schein, Inc.	575.33
Moore Medical	435.65
Pyramid School Products	4.59
School Health Corporation	707.48
 Total	 \$3,072.84

BOARD ACTION:

Mr. Reck made a motion to approve bid items as presented. Seconded by Mr. Frederick and passed on a roll call vote of 8-0.

- 4) Sports/Recreation/Physical Education Equipment and Supplies Bid - The Board was requested to approve the Sports/Recreation/Physical Education Equipment and Supplies bid through the LIU Joint Purchasing Board for 2016-2017.
[\(enclosure\)](#)

BSN Sports	\$ 450.92
Pyramid School Products	300.00
S&S Worldwide	11.84
School Specialty	96.64
Sportsman's	2,165.68
 Total	 \$3,025.08

BOARD ACTION:

Mr. Reck made a motion to approve bid items as presented. Seconded by Mr. Frederick and passed on a roll call vote of 8-0.

- 5) Milling/Seal Coating Bid - The Board was requested to approve Yohe Paving Inc. at a cost of \$24,880 for milling and \$23,900 for seal coating of Nighthawk Drive and Middle School parking areas with funds from the Capital Reserve Fund.
[\(enclosure\)](#)

DISCUSSION:

Mrs. Lingg commented that behind the middle school this will be a large improvement.

BOARD ACTION:

Mr. Roland made a motion to approve bid item as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 6) Heat Pump Replacement Bid - The Board was requested to approve Davidson H. & C. Co, Inc. at a cost of \$43,100 to replace heat pumps at the middle school With funds from the Capital Reserve Fund. ([enclosure](#))

DISCUSSION:

Mr. Roland commented that will involve cost reduction to utilities as new equipment is twice as efficient.

BOARD ACTION:

Mr. Roland made a motion to approve bid item as presented. Seconded by Mr. Engle and passed on a roll call vote of 8-0.

- 7) 403(b) Vendor Addition - The Board was requested to approve AXA Equitable Life Insurance Company as a vendor on the District 403(b) Tax Sheltered Account Program.

BOARD ACTION:

Mr. Frederick made a motion to approve the vendor as presented. Seconded by Mrs. Shea and passed on a roll call vote of 8-0.

K. Public Comment: Sallie Durika (maintenance on pitcher's circle - softball)

Present to give board ideas, mother of the pitcher on the softball team. Feels guilty didn't attend last year. Last year injured due to the condition of the field. Not a power pitcher but hits spots and the circle does not have solid impact for the different areas that pitcher lands on. Last year Athletic Director said he would bring clay from his yard to fix. Couldn't practice at beginning of the year due to the condition of the field. The field is dragged and lined and marked for play and everything looks pretty at start of play, however, during play the pitching circle and the batters box deteriorate. A visiting coach came out during one game to pack down the circle area and a batter from another team was bothered by the condition of the batter's box. Is aware that a new field is in the process for next year. Wants maintenance to plan the field so field will not deteriorate. An email was sent by her to the athletic director. The email was from her and not the coach, who shares the same last name, as he can speak for himself. Mrs. Durika left the meeting after her comments.

Mrs. Lingg indicated to the board that May 23 is Board Meeting, May 24 is District Retirement Dinner, May 25 is Campus Night and May 26 is Graduation and asked the board members for their attendance. Mrs. Lingg would like to have the times for the Oratorical Contest sent to the Board Members. Date is April 29.

- L. Adjournment - Motion by Mr. Roland. Adjourned at 6:34 PM
Next Planning Meeting - Monday, May 9, at 6:00 PM.
Next Board Meeting - Monday, May 23, at 6:00 PM.