

Hanover Public School District
School Board Planning Meeting
Administration Building - 403 Moul Avenue, Hanover, PA

June 3, 2019
6:00 P.M.

MINUTES

I. Opening Business

A. Call to Order - The meeting was called to order at 6:02 PM.

B. Pledge of Allegiance

C. Roll Call

Board Members Present: Mr. Engle, Mr. Frederick, Mrs. Gulden, Mr. Huston,
Mrs. Keeney, Mrs. Lingg, Mr. Reck, Mrs. Shea

Board Member Absent: Mr. Roland

Also Present: David Fry, Lois Gunnet, Troy Wentz, BJ Frock, Dr. Seiple, Dr.
Scola, Mike Vaux, Mark Hershner, Tim Kress, Jay Czap, Adam Mowrer, Dr.
Krout, Marc Abels, Heather Wagaman, Rina Houck, Tessa Hilyard, Darlene
Klenk

II. Recognition of Visitors None

Public Comments:

III. Superintendent's Report - Dr. John Scola

- Graduation - First class event and proud of students. The class is a fine representation of the School District and all levels should be credited with the success as part of the education. This was a school wide celebration. Thank you to Mrs. Henry and Mrs. Smith along with Mr. Kress and their co-workers. This was an incredible delightful and dignified ceremony and done well.

IV. Assistant to Superintendent's Report - Dr. Susan Seiple

- Enrichment Camps - These started on Monday at Washington and the High School. Approximately 40 students are participating.

V. Expulsion Waiver - The Board was requested to approve the enclosed expulsion waiver ([enclosure](#)).

BOARD ACTION:

Mr. Engle made a motion to approve the expulsion waiver as presented. Second by Mr. Frederick and passed on a roll call vote of 8-0.

VI. Matters for Which Board Action is Required

A. Personnel

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

Classified Employee:

Clyde Fletcher, part-time custodian, effective June 7, 2019. Mr. Fletcher, previously approved under resignation, will now be approved under retirement. Mr. Fletcher will be retiring with 2.7 years of service to the District.

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

Professional Employee:

Lynda Ross, elementary teacher, effective August 1, 2019.

Classified Employees:

Husna Ahmed, part-time teaching assistant, effective May 30, 2019.

June Campos, part-time cafeteria worker, effective May 30, 2019.

Diane Grams, cafeteria warehouse/inventory worker, effective May 30, 2019.

Courtney Guimaraes, part-time teaching assistant effective with the end of the 2018-2019 school year.

Anell (Olga) Johnson, part-time 4 hour personal assistant, effective May 30, 2019.

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

Professional Employees:

Jenna Bivens, family and consumer science teacher, effective for the 2019-2020 school year. Rate of compensation will be \$48,134.00 ([enclosure](#)).

Courtney Guimaraes, part-time English as a Second Language Teacher, effective with the beginning of the 2019-2020 school year. Rate of compensation will be \$26,682.00 (Prorated amount for part-time) ([enclosure](#)).

Classified Employees:

Melissa Pallares, recall from furlough to 5.75 part-time personal assistant at Clearview Elementary, effective with the 2019-2020 school year with no change to compensation (current).

Joyce Merrell, recall from furlough to 7 hour full-time personal assistant at the Middle School, effective with the 2019-2020 school year with no change to compensation (current).

- 4) Summer Kindergarten Kick Off Held at each Elementary School
August 5-8, 2019; 8:30-12:00
Teacher Rate \$22.00/hr; Assistant Rate (normal rate of pay)
Paid for out of Title I

School	Teacher	Aide
Clearview	Darlene Klenk	Leah Shepler
Hanover Street	Julie Miller	Amy Rohrbaugh
Washington	Kathy Pritt	Wanda Wren

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

Doug Harris, Middle School guidance counselor, intermittent FMLA leave effective May 16, 2019 through the end of the 2018-2019 school year.

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

Bj Frock PA SHRM State Council 2019
State College, PA
September 18-20, 2019
[Enclosure](#)

- 7) Coaching/Co-curricular Increase for 2019-2020 School Year - The Board was requested to approve the salary increase for coaching and cocurricular position for the 2019-2020 school year with no increase to the ranges and increases per the attachments ([enclosure 1](#)) ([enclosure 2](#))

BOARD ACTION:

Mr. Frederick made a motion to approve the personnel items as presented. Second by Mr. Engle and approved on a roll call vote of 8-0.

B. Policies

- 1) The Board was requested final approval for the following policy:
 - [217](#) Graduation

BOARD ACTION:

Mrs. Shea made a motion to approve the policy as presented. Second by Mr. Frederick and approved on a roll call vote of 8-0.

C. 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 \$1,848,041.91, Cafeteria totaling \$61,966.15, and Construction totaling \$890,341.90 Grand total \$2,800,349.96 ([General Fund](#)) ([Cafeteria](#)) ([Construction](#))

BOARD ACTION:

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

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

[Board Summary](#)
[Cafeteria](#)
[Middle School Student Activity Fund](#)
[High School Student Activity Fund](#)

BOARD ACTION:

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

- 3) Joint Purchasing Board Bid Approvals -

General ([enclosure](#))

Kurtz Brothers	\$6,781.26
National Art & School Supplies	3,039.33
Office Basics	426.73
Pyramid School Products Inc	8,123.61
Quill	1,625.78
The Art Store Inc	3,401.13
Total	\$23,397.84

Art ([enclosure](#))

Blick Art Materials	\$607.05
Kurtz Brothers	765.63
NASCO	674.41
National Art & School Supplies	3,143.39

Pyramid School Products	834.73
School Specialty Inc	626.87
The Art Store Inc	1,166.29
	Total \$7,818.37

Custodial ([enclosure](#))

Hassinger & Company Inc	\$1,501.60
Pyramid School Products	4,249.13
Veritiv Operating Company	1,456.80
	Total \$7,207.53

Paper ([enclosure](#))

BW Wilson	\$369.90
Kurtz Brothers	2,575.19
Lindenmeyr Munroe Paper	189.85
Office Basics Inc	17,798.10
	Total \$20,933.04

Trash Liner Catalog - This is a catalog bid of vendors that District can purchase at catalog bid listed pricing ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the joint purchasing bid approvals as presented. Second by Mr. Reck and approved on a roll call vote of 8-0.

- 4) Depository - The Board was requested to approve as depository Peoples Bank, along with PSDLAF (PA School District Liquid Asset Fund), York Traditions Bank and RBC as the banking institutions for the 2019-2020 school year.

BOARD ACTION:

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

- 5) Student Accident Insurance - The Board was requested to approve the Sports Insurance and optional student accident program underwritten by AXIS Insurance Company, administered by American Management Advisors and serviced by Christian-Baker Company and the optional student accident insurance: All Sports (grades 7-12): Plan AA, \$1,000,000 medical maximum Total Premium \$8,018.00 (no change) includes additional rider for students school to work programs: Optional Student Accident Insurance (offered to parents to purchase) Plan A Primary Benefits \$1,000,000 medical maximum Total Premium \$88.00 for 24 hour coverage (no increase) School time coverage \$22.00 (no increase) Dental (to be purchased with above plans) \$8.50 (no increase)

BOARD ACTION:

Mr. Engle made a motion to approve the student accident insurance as presented. Second by Mrs. Shea and approved on a roll call vote of 8-0.

- 6) Non Resident Tuition - The Board was requested to approve the Non Resident Tuition Rates for the 2019-2020 school year as established by the Pennsylvania Department of Education for Elementary \$10,565.01 or \$58.69 per day (\$10,127,65 prior year) and Secondary \$10,895.99 or \$60.53 per day (\$11,874.06 prior year) ([enclosure](#))

BOARD ACTION:

Mr. Frederick made a motion to approve the non resident tuition as presented. Second by Mr. Huston and approved on a roll call vote of 8-0.

- 7) Treasurer - The Board was requested to appoint Sean Huston as Treasurer for the school district for the 2019-2020 school year.

BOARD ACTION:

Mr. Frederick made a motion to approve the treasurer as presented. Second by Mrs. Shea and approved on a roll call vote of 8-0.

- 8) Donation - The Board was requested to approve a donation of \$500.00 from Harold H. Bair Squadron No.14 Sons of the American Legion in Hanover for the metal lab.

BOARD ACTION:

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

- 9) Middle School Building Outside Trim Painting - The Board was requested to approve Hanover Commercial Painting Company in the amount of \$14,645.00 from the Capital Reserve Fund for painting of the Middle School outside building trim.

BOARD ACTION:

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

VII. Public Comment: None

Mrs. Lingg announced an executive session was held prior to the meeting for Safety and Personnel issues.

Mrs. Lingg thanked everyone for graduation night as this is so fulfilling and best day of the year. All of you are appreciated K to 12 and a thank you to all. This is why we do this for safety and to give the students a wonderful education with the finances that are available.

VIII. Adjournment - Mr. Engle made a motion to adjourn the meeting. The meeting was adjourned at 6:12 PM.

Next Board Meeting - Monday, June 17, at 5:30 PM.

Troy S Wentz