

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

Monday, January 27, 2020
6:00 P.M.

MINUTES

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. Frederick, Mrs. Gallagher, Mrs. Gulden, Mr. Huston, Mr. Kauffman, Mrs. Keeney, Mr. Lippy, Mr. Reck, Mrs. Shea
 - Student Board Member Present: Isabelle Oropeza
 - Student Board Member Absent: Samantha Laughman

 - Also Present: Dr. Scola, Dr. Seiple, BJ Frock, Troy Wentz, Lois Gunnet, Bob Carrick, Le Anne Carrick, Diane Wagaman, David Fry, Caren Evans, Tessa Hilyard, Nicole Brown, Dr. Krout, Mike Vaux, Mark Hershner, Jay Czap, Marc Abels, Heather Wagaman, Kathy Forbes, 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 for January 13, 2020.
- 01-13-20 ([enclosure](#))

BOARD ACTION:

The minutes were approved with no corrections.

E. Committee Reports

York County School of Technology – Jill Keeney, Representative - Hanover had a student of the month Jackelin Martinez De La Luz. Final applications have been received and currently eighteen applications on file.

Recreation - Reck, Representative - Baseball and softball sign ups are open. Thank you to the District for getting the word out. Winter clinic is being held at the High School with the Varsity baseball coaches present. The first Battle of the Borough tournament will be held this year in early May.

Meet & Discuss Professional, Classified & Administrative – Frederick, Chair; Gulden, Huston

Lincoln Benefit Insurance Trust - Wentz, Representative - Quarterly Trustees' Meeting Thursday.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Shea, Chair; Gulden, Kauffman - Several final approvals on agenda.

Educational Programs Committee - Reck, Chair; Gulden, Huston - Dr. Seiple presented current professional development trainings along with future trainings. A review of curriculum cycle was done.

Building & Grounds Committee - Gulden, Chair; Gallagher, Lippy ([enclosure](#)) - Repairs to the tennis courts are recommended.

Parents' Advisory Committee - Reck - Positive reports from the buildings. Mr. and Mrs. Fry gave an overview of the drone course and FAA licensing to pilot the drones. ABC 27 is coming this week to do a news story on this.

Student Board Members - Samantha Laughman, Isabelle Oropeza - December Lion King was presented. Holiday concerts also occurred. Student Council held a pep rally for the winter sports and January 10 a gold out game raised \$400 for Four Diamonds. Buffalo Wild Wings partnered for a fundraiser. Issac Silver presented his 2nd Cabrera and raised \$1,300. January 22 National Honor Society is holding an elementary paint night. They also held a pie in the face contest and raised \$100. Student Council formal dance and Winter King is being held. Mini Thon Kick Off Assembly is coming up with District Four Diamonds Family speakers. February 13 Key Club is holding a Red Out fundraiser for the Heart Association. Students will attend the Penn State Mini Thon in February.

F. Superintendent's Report

- School Director Recognition Month - Honor our board members who spend countless hours. Dr. Scola fortunate past six years to have boards that have the best interest of the students. We express our appreciation as we pursue For the Kids based on the students needs in a financially responsible way. Working to continuously improve the District as Committed to Excellence. A video was shown of what the students like most about the District. Various gifts, including a framed certificate from PSBA, jewelry box made in the technology education classes through Mr. Lehman and Mr. Carrick, were presented on behalf of the students to the board members. Thank you for what you do. Mr. Frederick, thanked on behalf of the Board, for the gifts.

G. Assistant to Superintendent's Report

- Civil Rights Compliance CTE Programs - January 22 and January 23 monitored at the District to make sure all students have access to Diversified Occupations and NOCTI welding. Policies and procedures were reviewed and with some minor adjustments in compliance.

H. Personnel

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

Professional Employee:

Theresa Henry, high school guidance counselor, effective June 4, 2020 at the end of the 2019-2020 school year. Mrs. Henry is retiring with seven years of service with the District.

Classified Employee:

Mary Bankert, ELL translator, effective May 29, 2020. Mrs. Bankert is retiring with 16 years of service with the District.

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

Classified Employee:

Jodi Smith, teaching assistant, effective January 14, 2020.

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

Administrative Employee:

Kathy Forbes, Director of Human Resources, effective March 17, 2020, pending completion of all required paperwork. Rate of compensation will be \$84,000.00 ([enclosure](#)).

Classified Employees:

Robert Carrick, part-time 3-hour teaching assistant in the Middle School, effective January 28, 2020. Rate of compensation will be \$13.50 per hour ([enclosure](#)).

Shauna Hardy, transfer from part-time 3-hour cafeteria worker to 5-hour cafeteria driver/inventory worker, effective January 21, 2020. Rate of compensation will remain the same ([enclosure](#)).

Substitute Employees:

Robert Hopkins, day-to-day substitute teacher, effective for the 2019-2020 school year. Rate of compensation will be \$110.00 per day (completed).

Matthew Richardson, extended substitute English, effective January 20, 2020 through the end of the 2019/2020 school year. Rate of compensation will be per Admin Reg 405-R1 (current).

Ryan Bowman, day-to-day substitute custodian, effective for the 2019-2020 school year. Rate of compensation will be \$10.15 per hour (completed).

Supplemental Employee:

Spring coaches for the 2019-2020 season ([enclosure1](#)) ([enclosure2](#)) ([enclosure3](#))

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

Kristine Hann, guidance secretary, FMLA leave effective January 14, 2020, to approximately February 7, 2020, but not to exceed remaining time of allowable leave.

Karen Nicholas, elementary teacher, FMLA leave effective January 14, 2020, to approximately February 3, 2020, but not to exceed 12 weeks of allowable leave.

Melissa Pallares, uncompensated childbearing/childrearing leave effective approximately April 1, 2020, to approximately May 15, 2020.

Barbara Sanders, elementary teacher, intermittent FMLA effective January 14, 2020, not to exceed 12 weeks allowable FMLA leave.

Dr. Susan Seiple, Assistant to the Superintendent for Curriculum, Instruction and Assessment, FMLA from February 20, 2020, to approximately February 28, 2020, but not to exceed 12 weeks allowable FMLA leave.

BOARD ACTION:

Mr. Reck made a motion to approve the personnel items as presented. Second by Mrs. Shea and approved on a roll call vote of 9-0.

- 5) Bus and Van Drivers - The Board was requested to approve the following drivers employed by Boyo:

Laurence Bowen
Dorothy Mayhugh
Elaine Moul
James Roth

BOARD ACTION:

Mr. Huston made a motion to approve the bus and van drivers as presented. Second by Mrs. Shea and approved on a roll call vote of 8-0 with Mr. Lippy abstaining.

I. Policies

- 1) Policy - The Board was requested final approval for the following policies and regulations:

- [113.4](#) Confidentiality of Special Education Student Information
- [200](#) Enrollment in District
- [201](#) Admission of Beginners
- [201-R1](#) Admission of Students

- [208](#) Withdrawal from School
- [619](#) District Audit
- [620](#) Fund Balance
- [705](#) Facilities and Workplace Safety
- [709](#) Building Security
- [718](#) Service Animals in Schools
- [805](#) Emergency Preparedness
- [805.1](#) Relations with Law Enforcement Agencies
- [805.2](#) School Security Personnel

BOARD ACTION:

Mrs. Shea made a motion to approve the policies as presented. Second by Mrs. Gulden and approved on a roll call vote of 9-0.

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 \$285,491.97, Capital Reserve totaling \$9,060.00, Construction totaling \$67,518.53, and Cafeteria totaling \$23,557.41. Grand total \$385,627.91 ([General Fund](#)) ([Capital Reserve](#)) ([Construction](#)) ([Cafeteria](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the check registers as presented. Second by Mrs. Gulden and approved on a roll call vote of 9-0.

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

[Board Summary](#)
[Tax Collector](#)
[Tax Collector Quarterly](#)
[Investment](#)
[Cafeteria](#)
[Construction \(current\)](#)
[Middle School Student Activity](#)
[High School Student Activity](#)

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 9-0.

- 3) Independent Audit Report Fiscal Year 2018-2019 - The Board was requested to approve the Independent Audit Report as prepared by Smith Elliott Kearns and Company as of June 30, 2019, and as presented to the Budget and Finance Committee.

BOARD ACTION:

Mr. Huston made a motion to approve the independent audit report as presented. Second by Mr. Reck and approved on a roll call vote of 9-0.

- 4) Real Estate and Per Capita Exonerations - Tax Collector - The Board was requested to exonerate Holly Liska, 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, 2019 to York County for collection:

2019 Real Estate Taxes to York County 199 bills \$527,339.15 (prior year 201 bills \$483,682.92) ([enclosure](#))

2019 Real Estate Interim Taxes to York County 3 bills \$12,009.88 ([enclosure](#))

2018 Real Estate Taxes to York County 11 bills \$15,931.34 ([enclosure](#))

2017 Real Estate Taxes to York County 6 bills \$1,459.80 ([enclosure](#))

Per Capita/Occupational Taxes (bill amounts listed as face value, penalty also due) bills turned over at December 31, 2019 to York Adams Tax Bureau for collection:

2019 Per Capita/Occupational Taxes to YATB \$31,110.00 (prior year \$38,730.00) ([enclosure](#))

2018 Interim Per Capita/Occupational Taxes to YATB \$1,470.00 ([enclosure](#))

Per Capita/Occupational Taxes exonerated per documented allowable exemption reasons, these will NOT be turned over for collection and have rightfully not been paid, per back up paperwork filed in the Business Office.

BOARD ACTION:

Mr. Reck made a motion to approve the real estate and per capita exonerations as presented. Second by Mrs. Shea and approved on a roll call vote of 9-0.

- 5) Tennis Court Repairs - The Board was requested to approve The Brenneman Company (CoStars pricing) in the estimated amount of \$50,000 from capital reserve fund to repair cracks in the tennis courts.

BOARD ACTION:

Mrs. Gulden made a motion to approve the tennis court repairs as presented. Second by Mrs. Keeney and approved on a roll call vote of 9-0.

- K. Public Comment: Dr. Scola invited everyone present to the pastries from the Family and Consumer Science classrooms for Board Recognition Month.

- L. Adjournment - Mr. Reck made a motion to adjourn. The meeting was adjourned at 6:19 PM.

Planning Meeting - Monday, February 10, at 6:00 PM.
Board Meeting - Monday, February 24, at 6:00 PM.

Troy S Wentz