

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

November 20, 2023
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, Mrs. Kacar, Mrs. Keeney, Mr. Lippy, Mrs. Shea
Vacant seat
 - Student Board Member Present: Finley Mummert
 - Also Present: Dr. Scola (virtual), Dr. Seiple, David Fry, Troy Wentz, Tim Kress, Lisa Jackson, Kathy Forbes, Adam Mowrer, Andrew Walker, Matt Martino, Dr. Hilyard, Mark Hershner, Jody Kessinger, Dr. Abels, Heather Wagaman, Diane Lippy, Katie Walter

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 October 23, 2023.
- 10-23-2023 ([enclosure](#))

BOARD ACTION:

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

E. Committee Reports

York County School of Technology – Keeney, Representative; Gulden, Alternate - The budget for 2024-2025 was presented to the Joint Operating Committee on October 24 and previously presented to the Superintendents. There were no issues. Increase of 2.39 percent. The final adoption will occur on November 21.

Recreation – Gallagher, Representative, Shea, Alternate - A draft report was released of approximately 118 pages for the playground options and recreational facilities for the future which is good for the town.

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

Lincoln Benefit Insurance Trust – Wentz, Representative - Insurance rates for 2024-2025 will be increasing. Kevin Alvarnaz was announced as the new Trust Manager. He is currently a business manager and has over fifteen years of experience in the health

field, which is a good blend of school business and the healthcare industry.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Shea, Chair; Gulden, Kauffman, Kacar - There is a lengthy list on the agenda this evening. The first group is for final adoption, the second group is for initial adoption and there is one deletion, due to the material being contained in another policy and redundancy.

Educational Programs Committee – Gulden, Chair; Huston, Kacar, Kauffman - November 13 meeting was held and the discussion involved Lexile levels, new reading level measures, literature plan review at year-end as part of the comprehensive plan, Social Studies text purchase for the High School at the end of the school year.

Building & Grounds Committee – Gulden, Chair; Gallagher, Lippy ([enclosure](#)) November 2 meeting held and Capital Reserve list was healthy and is included on the agenda for approval. The list is extensive for ongoing improvements in the District.

Parents' Advisory Committee – Keeney; Frederick, Alternate - Next meeting January 10 at 5:30 PM.

Lincoln Intermediate Unit – Kacar, Representative - November 7 meeting held and discussion included STEM Program (grant funded) where a huge list of items can be borrowed by the Districts to see if they want to invest in them. A safety seminar was held where twenty-two of twenty-five Districts were represented with fourteen speakers. About ninety people in all were present and there will be a follow-up meeting. December 18 a legislative forum will be held where discussions can occur including school funding and school issues. A seminar for grandparents raising grandchildren was held. Lincoln Edge, the LIU online class has expanded from 200 to 300 students. More staff developers are being hired to allow the LIU to provide support to the Districts. Mr. Frederick announced that Mrs. Kacar will be on the ballot for another term at the LIU. She represents Hanover Public School District, Southern York School District, and South Western School District.

Student Board Members - Finley Mummert - Finley is the Vice President of the Student Council and discussed the Winter Formal preparation in January, the annual holiday ornament design and engraving and the beginning of preparation for the Mini Thon sponsored by the Student Council.

F. Dr. John Scola

- Mr. Abels and Mr. Hershner represented the District at the previously mentioned LIU safety forum and the forum was well done with useful information.
- Thank You - To Mr. Kauffman and Mrs. Gallagher. Not just saying thank you for saying thank you. Your contribution made a positive difference to students, and achievement would not be possible without a high-functioning board, in fact, a model board, not involved in politics but what is best for the students. A New York Times article recently discussed the detrimental impact of staying at home during the pandemic for students with losses of instruction that will never be realized. The Board, teachers, and administration allowed the students to attend school and people don't realize the impact on children. Both board members were part of the

decision-making process and students don't realize what you have done for them to meet student needs which were forefront and adult safety next. Mrs. Gallagher's professionalism and probing questions were appreciated with the interaction over the years. As a team, the Board allows us to do our jobs and move the District forward. This can be seen on the agenda this evening with the Capital Reserve list. On behalf of the students as a board member, you made a difference. (Round of applause for the board members ending their term)

Thank you to the administration and staff and will be back soon. Daily appreciation and a sign of a good team that day-to-day operations are going smoothly.

Mrs. Gallagher commented - Thank you for the opportunity to serve on the Board.

G. Personnel

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

Classified Employees:

Heather Kress-Greenlee, Teaching Assistant at the Middle School, effective October 26, 2023.

Marina Harmina, Teaching Assistant/Lunchroom Playground Supervisor, at Washington Elementary, effective November 17, 2023.

BOARD ACTION:

Mrs. Gulden made a motion to approve the resignations as presented. Second by Mrs. Gallagher and approved on a roll call vote of 8-0.

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

Classified Employee:

Tia Briscoe, Secretary to the Director of Special Education, effective November 8, 2023.

BOARD ACTION:

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

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

Classified Employees:

Abigail Filipiak, Custodian-3rd Shift, full-time, 8 hours per day, at the Middle School effective pending successful completion of all required employment paperwork. Rate of compensation will be \$13.65 per hour. ([enclosure](#))

Courtney Dubs, Teaching Assistant-Autistic Support, full-time, 7 hours per day, at Clearview Elementary, effective pending successful completion of all required employment paperwork. Rate of compensation will be \$14.75 per hour.

[\(enclosure\)](#)

Lori Ruhlman, Teaching Assistant-Autistic Support, full-time, 7 hours per day, at Washington Elementary, effective pending successful completion of all required employment paperwork. Rate of compensation will be \$14.50 per hour.

[\(enclosure\)](#)

Substitute Employees:

Joel Garza, Professional Day-to-Day/Building Substitute, effective November 9, 2023, for the remainder of the 2023-2024 school year. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Jane Gross, Adult Patrol and Classified Substitute, effective November 8, 2023, for the remainder of the 2023-2024 school year. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Savannah Yingling, Professional Day-to-Day Substitute, effective pending successful completion of all required employment paperwork, for the remainder of the 2023-2024 school year. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Cynthia Bull, Classified Substitute, effective November 15, 2023. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Eryn Perry, Professional Day-to-Day/Building Substitute, effective for the remainder of the 2023-2024 school year. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Supplemental Employee:

Janet Martin, High School Winter Sports Cheerleading Coach for the 2023-2024 season. Rate of compensation will be \$3,091.00.

BOARD ACTION:

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

- 4) Drivers - The Board was requested to approve the following drivers:

Lincoln Bus Lines:
Jessica Shellehamer
Richard Beatty
Felix Castillo
Sherry Batista-Oliviera
Ashley Grillo
Richard McKinley
John Vaughn

Jodie Williams
Lauren Campbell

BOARD ACTION:

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

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

Dr. John Scola Here for the Kids
 San Diego, California
 February 15-17, 2024
 ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the conferences/workshops as presented. Second by Mrs. Gulden and approved on a roll call vote of 8-0.

- 6) Attendance Officers - The Board was requested to approve the following district personnel as additional attendance officers effective November 1, 2023:

Andrew Walker
Matthew Martino

BOARD ACTION:

Mrs. Kacar made a motion to approve the attendance officers as presented. Second by Mrs. Gallagher and approved on a roll call vote of 8-0.

H. Board Policies/Regulations

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

- [001](#) Name and Classification
- [003](#) Functions
- [006](#) Meetings
- [142](#) Migrant Students
- [211](#) Student Accident Insurance
- [215](#) Promotion and Retention
- [215-R1](#) Promotion and Retention - Kindergarten - Grade 8
- [215-R2](#) Advancement Retention
- [219.1](#) Suspension and Expulsion
- [219.1-R1](#) Suspension and Expulsion - Due Process Procedures
- [246](#) District Wellness
- [302](#) Employment Superintendent/Assistant Superintendent
- [303](#) Employment of Administrators
- [404](#) Employment of Professional Employees

- [405](#) Employment of Substitute Teachers
- [406](#) Employment of Summer School Staff
- [504](#) Employment of Classified Employees
- [505](#) Employment of Substitute Employees
- [707](#) Community Use of School Facilities

BOARD ACTION:

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

- 2) The Board was requested tentative approval for the following policies and regulations:

- [115](#) Vocational Technical Education
- [115-R1](#) Vocational Technical Education
- [203.1](#) HIV Infection
- [209-R1](#) Student Health
- [209.1](#) Food Allergy Management
- [210](#) Use of Medications
- [216.2](#) Supplemental Discipline Records
- [221](#) Dress and Grooming
- [223](#) Use of Bicycles and Motor Vehicles
- [224](#) Care of School Property
- [226](#) Searches
- [226-R1](#) Search and Seizure
- [237](#) Electronic Devices
- [314.1](#) HIV Infection
- [414.1](#) HIV Infection
- [514.1](#) HIV Infection
- [716](#) Integrated Pest Management
- [819](#) Suicide Awareness, Prevention, and Response
- [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

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 8-0.

- 3) The Board was requested to delete the following regulation:
- [218-R1](#) Student Discipline

BOARD ACTION:

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

I. Athletic Hall of Fame Candidates

- 1) The administration was recommending the following candidates for the Athletic Hall of Fame held on January 15, 2024:

Athletes: Floyd Rightmire '49, Jeff Duncan '65, Frank Noonan Jr. '69,
Chelsea Kehr '08
Team: Boys Basketball '68-'69
Coaches: Frank Noonan Sr., Ralph Kuhn
Contributors: Brad Cashman '64, Mike Miller '79

BOARD ACTION:

Mrs. Kacar made a motion to approve the Athletic Hall of Fame candidates as presented. Second by Mr. Lippy and approved 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 from the General Fund including athletic, middle school, and high school activity accounts totaling \$1,255,464.85, Cafeteria totaling \$117,646.76, and Capital Reserve totaling \$135,768.01, Grand total \$1,508,879.62. ([General Fund](#)) ([Cafeteria](#)) ([Capital Reserve](#))

BOARD ACTION:

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

- 2) General Fund Budget Real Estate Tax Resolution for 2024-2025 - The Board was requested to approve the Act 1 Resolution indicating intent not to exceed the 7.3% increase to the millage rate and to not seek Act 1 exceptions for the 2024-2025 school year ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the tax resolution as presented. Second by Mrs. Keeney and approved on a roll call vote of 8-0.

- 3) Capital Reserve Fund, General Fund, Cafeteria Fund Projects 2024 - The Board was requested to approve the enclosed projects to be expensed from the Capital Reserve Fund, General Fund, and Cafeteria Fund, as appropriate, for 2024. ([enclosure](#))

BOARD ACTION:

Mr. Huston made a motion to approve the capital reserve fund projects as presented. Second by Mrs. Gallagher and approved on a roll call vote of 8-0.

- 4) INFORMATIONAL ITEM - Donation - The Board was requested to recognize the donation from ESAB of approximately 2,300 lbs of 0.045" Spoolarc 95 (100S-1) welding wire on 11 lb spools at an approximate cost of \$12,500.00, in addition to

equipment at an approximate cost of \$23,224.00 to the District.

Mr. Frederick said thank you greatly for the donations.

- K. Public Comment - Mr. Frederick thanked Mrs. Gallagher and Mr. Kauffman for the service to the School Board and appreciated working with them both.
- L. Adjournment: Mr. Frederick adjourned the meeting at 6:20 PM.

Reorganization Meeting & Board Meeting - December 4, 2023