

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

November 17, 2025  
6:00 P.M.

MINUTES

A. Opening Business

- Call to Order - 6:00 PM
- Pledge of Allegiance
- Roll Call
  - Board Members Present: Mr. Frederick, Mrs. Gulden, Mr. Huston, Mrs. Keeney, Mr. Lippy, Mrs. Shea, Mrs. Smith, Mrs. Walter
  - Board Members Absent: Mrs. Kacar
  - Also Present: Dr. Scola, Dr. Seiple, David Fry, Troy Wentz, Tim Kress, Dr. Hilyard, Liz Padgett, Matthew Martino, Jody Kessinger, Dr. Abels, Heather Wagaman, Andrew Walker, Mark Hershner, Kathy Forbes

B. Recognition of Visitors: None

C. Public Comments: None

Mr. Frederick announced that an Executive Session was held prior to the meeting to discuss student discipline.

D. Committee Reports

York County School of Technology – Keeney, Representative; Gulden, Alternate

Recreation – Shea, Representative; Frederick, Alternative

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

Lincoln Benefit Insurance Trust – Wentz, Representative - Quarterly Trustees Meeting held and discussion included quarterly financial reports, 2024-2025 Annual Trust Financial Audit, an appeal by a member and OSS, Johns Hopkins bundling of services to reduce user and District costs.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Shea, Chair; Gulden, Smith, Walter - Met and there is a handful of policies on the agenda for first approval. 209.2 Diabetes Management is a new policy. Others are small updates.

Educational Programs Committee – Gulden, Chair; Huston, Kacar, Walter - November 10 met and reviewed Curriculum and Assessment newsletter, WIDA ELL testing in January and notebook AI.

Building & Grounds Committee – Gulden, Chair; Smith, Lippy, Kacar ([enclosure](#)) - November 6 met at the Middle School. Toured the Middle School and reviewed the

gym and hallway bathrooms for renovation, which is on the agenda this evening. Science labs in High School and Middle School labs out for bid and boilers were discussed.

Parents' Advisory Committee – Keeney; Frederick, Alternate

Lincoln Intermediate Unit – Kacar, Representative

Student Board Members – Keatyn Bull and Payton Sherman

- E. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes for October 27, 2025 ([enclosure](#)).

BOARD ACTION: Mr. Lippy made a motion to approve, Second by Mrs. Smith. Approved on a roll call vote of 8-0.

- F. Dr. John Scola

- Parent Teacher Conferences - Successful at the Elementary with Clearview 84% of parents, Washington 79% of parents and Hanover Street 89% of parents attending. Middle School had 200 parents, which is about a third and High School had 100 parents which is about 16%, which is normal. Grateful for the parents who did attend and it being worthwhile.
- Thanksgiving Holiday - 11/27-12/1 - District is open Wednesday and the Monday after the holiday is a support staff holiday and District is closed.
- Winter Sports Season - Friday, Nov 14, 2025- Winter Sports season began November 14, last Friday, and all coaches are intact and programs are running smoothly.

December 3 will be Board Re Organization. This is a Wednesday at 6 PM and no Budget and Finance meeting will be held that evening.

- G. Dr. Susan Seiple

- Wida Access Testing - Annual English Learners testing will take place in January. Provides required data on students' English language development and plans instruction and support.
- Teacher Induction - Pennsylvania requires a two year teacher induction program. Teachers participate in mentoring, professional development, and ongoing check ins to ensure they meet state requirements.

First year teachers will be recognized this week at the annual Kiwanis Club recognition dinner.

- H. Personnel

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

Classified Employee:

Kathy Poist, Secretary/Receptionist at the District Office, effective February 27, 2026. Mrs. Poist will retire with over 25 years of service to the District.

([enclosure](#))

BOARD ACTION: Mrs. Shea made a motion to approve, Second by Mrs. Walter. Approved on a roll call vote of 8-0.

- 2) Resignation - The Board is requested to approve the following resignations:

Professional Employee:

Megan Figlioli, Autistic Support Teacher at Hanover Street Elementary, effective November 10, 2025.

Classified Employees:

Scott Kessler, Computer Technician II, effective November 14, 2025.

Michelle Few, Teaching Assistant at Washington Elementary, effective November 10, 2025.

Supplemental Employee:

Rescind Co-Curricular Contract for Marie Willey, as Piano Accompanist for the 2025-2026 school year, effective immediately.

BOARD ACTION: Mrs. Gulden made a motion to approve, Second by Mr. Lippy. Approved on a roll call vote of 8-0.

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

Classified Employees:

Jessica Bucklew, Custodian, from Substitute to full-time Floater, 8 hours per day, home base at Hanover Middle School, effective November 6, 2025. Rate of compensation will remain the same.

Christian Hernandez, from Custodian, full-time, 8 hours per day, to Head Custodian, full-time, 8 hours per day, at Hanover High School effective November 24, 2025. Rate of compensation will be within Level Three, commensurate with the current year's Classified Salary Schedule. ([enclosure](#))

Substitute Employees:

Savannah Carpenter, Classified Substitute, for the 2025-2026 school year, effective November 24, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Veronica Braithwaite, Classified Substitute, for the 2025-2026 school year, effective November 10, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Jennifer Harp, Professional Substitute and Classified Substitute, for the 2025-2026 school year, effective pending successful completion of all required employment paperwork. Rate of compensation will be in accordance with the current Substitute Rate Schedule. ([enclosure](#))

Lois Dubbs, Confidential/Classified Substitute, for the 2025-2026 school year,

effective November 17, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Michelle Hawkins, Substitute Adult Patrol, for the 2025-2026 school year, effective November 11, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Deena Kime, Substitute for Substitute Scheduler, for the 2025-2026 school year, effective November 3, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Linda Shultz, Substitute for Substitute Scheduler, for the 2025-2026 school year, effective November 3, 2025. Rate of compensation will be in accordance with the current Substitute Rate Schedule.

Coaches:

Coaching Staff Update for the 2025-2026 Spring season and rate of compensation as listed. ([enclosure 1](#)) ([enclosure 2](#))

BOARD ACTION: Mrs. Keeney made a motion to approve, Second by Mr. Lippy. Approved on a roll call vote of 8-0.

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

Professional Employees:

Kyle Krout, Teacher at Hanover High School, leave of absence (FMLA), effective approximately December 5, 2025, for approximately 2 weeks, not to exceed 12 weeks.

Danielle Mathie, ESL Teacher at Hanover Street Elementary, leave of absence (FMLA/Intermittent), effective December 19, 2025, not to exceed 12 weeks.

Classified Employee:

Marcie Temple, Library Assistant at Clearview Elementary and Substitute Scheduler, leave of absence (FMLA), effective November 3, 2025, not to exceed 12 weeks.

BOARD ACTION: Mrs. Gulden made a motion to approve, Second by Mrs. Keeney. Approved on a roll call vote of 8-0.

- 5) Bus/Van Drivers - The Board is requested to approve the following bus/van drivers:
- David Lippy

BOARD ACTION: Mrs. Shea made a motion to approve, Second by Mrs.



Approved on a roll call vote of 8-0.

- 2) Middle School Bathrooms Improvements and Middle School Floor/Baseboard Replacement - The Board is requested to approve the Middle School bathrooms improvements and Middle School floor/baseboard replacement at an approximate cost of \$16,260.00 and \$19,000.00, respectively, from the Capital Reserve Fund.

BOARD ACTION: Mrs. Gulden made a motion to approve, Second by Mr. Lippy. Approved on a roll call vote of 8-0.

- 3) High School Science Labs - The Board is requested to approve the administration to conduct a bid for the improvements of the High School Science Labs.

BOARD ACTION: Mrs. Gulden made a motion to approve, Second by Mrs. Smith. Approved on a roll call vote of 8-0.

- 4) Transportation Approval - The Board is requested to approve Abigail Oglevee to transport a student for the 2025-2026 school year to Washington Elementary School at the approximate daily costs based upon the IRS standard mileage reimbursement rate, plus \$25.00 per day, for a total of \$27.80.

BOARD ACTION: Mrs. Keeney made a motion to approve, Second by Mrs. Shea. Approved on a roll call vote of 8-0.

- 5) Transportation Approval - The Board is requested to approve Megan Kibe to transport a student for the 2025-2026 school year to Paradise School at the approximate daily costs based upon the IRS standard mileage reimbursement rate, plus \$25.00 per day, for a total of \$35.22.

BOARD ACTION: Mrs. Shea made a motion to approve, Second by Mr. Lippy. Approved on a roll call vote of 8-0.

K. Public Comment: None

L. Adjournment: Mr. Frederick adjourned the meeting at 6:12 PM.

Reorganization & Board Meeting - Wednesday, December 3, 2025, at 6 PM

*Troy S Wentz*