

**HANOVER PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES**

**Tuesday, May 24, 2005**

**7:00 P.M.**

**A. Opening Business**

Call to Order --       The meeting of the Hanover Public School District Board of Education was called to order at 7:00 p.m. in the boardroom of the administration building.

Pledge of Allegiance

Roll Call -            Board Members present: Ms. Angelo, Dr. Daniels, Mr. Frederick, Mr. Kauffman, Mr. Scholles, Mrs. Sunday, Mr. West, Mr. Zeigler

Board Member absent: Mr. Edwards

Student Board Members absent: Tegan Colley, Ellen Scheivert (Elizabeth Sanders, alternate)

Also Present -        Mr. Yingst, Dr. Dillon, Mr. Beaumont, Mrs. Green, Mrs. Frock, Mr. Fry, Mrs. Gunnet, Mrs. Schoonover, Mr. Alban, Mr. Hall, Mrs. Pam Smith, Mr. Czap, Mrs. Bookwalter, Mrs. Herring, Mr. Crawl, Mrs. LeDane, Anthony Smith, Amanda Steffens, York Dispatch; Vicki Zeigler, Sharron Pate, Carolyn Small, HPESP; Eric Hartman, HEA; Sarah Mausolf, The Evening Sun; Mike Baker, Maynard Weikert, Billy Wilkinson, Teresa Erdman, Ann Wilkinson, Dawn Henry, Cory Markle, WHVR; Michael Steelman, Dennis Fahey, Mrs. Sara Smith

**B. Recognition of Visitors and Public Comment:**

Public Comment:       Mr. Anthony Smith directed questions to the Board regarding the parent survey that recently went home with students.

Mr. Maynard Weikert introduced himself as a former board member and questioned the amount of the budget.

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### C. Standing Committee Reports

**Policy Committee** – Sunday, Chair; Angelo, Scholles – Mrs. Sunday stated that there were several policies to be considered later in the agenda.

**Negotiating Committee Classified** – Angelo, Chief Negotiator; Edwards, Scholles, West Ms. Angelo stated that the next meeting is scheduled for the first or second week of June.

**Negotiating Committee Professional** – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – Mrs. Sunday reported that the next meeting is scheduled for May 31, 2005 with a mediator.

**YST** - Zeigler, Representative; West (Alternate) – Mr. Zeigler gave a report which highlighted academic and business matters at YST.

**Recreation** - Scholles, Representative; Kauffman (Alternate) – Mr. Scholles stated that a brief meeting was held the end of April and he commented on the status of the girls' softball team and the boys' tennis team.

**PN Advisory** - Daniels, Representative; Edwards (Alternate) – Mrs. LeDane reported that the students in the July 2005 class are completing their physicals and financial aid. The 82<sup>nd</sup> class will finish in June.

**Meet & Discuss Professional** - West, Representative; Angelo, Frederick – No report

**Meet & Discuss Classified** - Angelo, Representative; Daniels, Zeigler – No report

**Meet & Discuss Administrative** - Sunday, Representative; Kauffman, Zeigler – No report

**Joint Wage Tax** - Edwards, Representative; Zeigler (Alternate) – No report

**Lincoln Intermediate Unit Insurance Trust** - Edwards, Representative, Green, Frock (Alternate) – Mrs. Green announced that the next meeting is scheduled for May 25, 2005.

**Lincoln Intermediate Unit Board of Directors** - Edwards, Representative; Sunday (Alternate) – No report

**Legislative Liaison with Pennsylvania School Board Association** - Angelo, Representative; Edwards (Alternate) – Ms. Angelo reported that the state's Education Committee is considering finger-printing of all employees and that a bill is proposed to perform background checks on school board members.

**Academics, Arts and Athletics** – Scholles, Representative; Frederick (Alternate) – Mr. Scholles stated that the next meeting would be held at the beginning of the next school year.

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**Student Board Members Report** – Colley, Scheivert (Sanders, Alternate) – No report

**Middle School Students Report** – Bowersox, Frederick – No report

**D. Legal Report:** Mr. Yingst – Mr. Yingst reported that the adjudication was completed for an expulsion hearing.

Mrs. Sunday reported that an Executive Session would immediately follow the Board meeting to discuss legal matters.

## **E. Consent Agenda:**

Background: The following routine operational matters are presented for action by the Board of Directors. Items that require special attention may be removed from the consent agenda upon request.

Recommendation: Motion to approve items on the Consent Agenda.

1. **Minutes** of the April 26, 2005 board meeting.

### 2. **Personnel Committee**

Background:

a) **Resignations** – Board approval for the following resignation(s):

**Administrative Employee(s):**

**Jeweley Worley**, cafeteria manager, effective May 13, 2005, for personal reasons.

**Classified Employee(s):**

**Kyle Flook**, part-time custodian at the high school, effective May 13, 2005.

Mr. Flook has obtained full-time employment elsewhere. Mr. Flook is requesting to remain on the substitute custodial list.

b) **Employment** – Board approval for the following employment items contingent upon the receipt of all necessary employment documents:

**Classified Employee(s):**

**Christine Serio**, change in employment status from extended secretarial substitute at a rate of pay of \$10.00 to extended clerical substitute at a rate of pay of \$8.50 per hour, effective, May 12, 2005.

**Substitute Employee(s):**

**Laura Jones** and **Glend McGuire, Sr.** substitute teachers. Rate of compensation will be \$90.00 per day.

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**Valerie Wentz**, extended substitute clerical worker at Clearview Elementary, effective May 2, 2005. Rate of compensation will be \$10.00 per hour.

**Summer Employment:**

Expeditior: Cindy Bull, \$7.50 per hour, effective June 10, 2005.

Summer Craftsman Assistant: Jim Cole, \$7.50 per hour, effective June 10, 2005.

Regular Workers: \$6.25 per hour, effective June 10, 2005.

Leah Smith

Cody Dubs

Cole Feeser

Kevin O'Connor

Philip Bull

Shirley Moncrief

Ian Stump

Matthew Gordon

Bob Smith

Kathie Shaffer

Dianna Diehl

Regular Workers: \$6.25 per hour, effective May 16, 2005.

Ashley Murren

- c) **Additional Summer Employment** – Board approval for the following employment items contingent upon the receipt of all necessary employment documents:

Regular Workers: \$6.25 per hour, effective June 10, 2005.

Kaleigh Sunday

Abby Zeigler

Substitute Summer Worker: \$6.25 per hour

Dylan West

- d) **Conference(s)/Workshop(s)** –Board approval for the following conference(s)/workshop(s):

**Karen Schoonover**

PASCD Summer Institute

July 20-21, 2005

Grantville, PA

Cost - \$275.00

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e) **Vacancies:**

**2004-2005**

Business/Computer/Information Technology Teacher  
Learning Support Teacher – Middle School  
Adult Patrol – (1 standing guard, 2 walking lines)  
Maintenance Craftsman II  
Part-time custodians (3)

**2005-2006**

LPN Supervisor  
Elementary Principals (2)  
Elementary Teacher(s)

**(NO BOARD ACTION WAS REQUIRED.)**

Recommendation: Board approval of the Personnel Committee items is recommended.

### 3. **Curriculum and Technology Committee**

Background:

- a) **Middle School Student Handbook** – Board approval of the Middle School Student Handbook for the 2005-2006 school year with revisions per the Committee meeting. Mrs. Smith was available to answer questions.
- b) **High School Student Handbook** – Board approval of the High School Student Handbook for the 2005-2006 school year with revisions per the Committee meeting.
- c) **Elementary School Student Handbook** – Board approval of the Elementary School Student Handbook for the 2005-2006 school year with revisions per the Committee meeting. Mrs. Bookwalter and Mrs. Herring were available to answer questions.
- d) **Tentative Textbook Adoption** – Board approval for the tentative adoption of the following textbooks.

**Course: Diversified Occupations**

**Text Title: Succeeding in the World of Work**

**Authors:** Kimbrell and Vineyard

**Publisher:** Glencoe/McGraw Hill

**Copyright:** 2006

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**Course: Learning Support- LS Math III**

**Text Title: Pre-Algebra**

**Authors:** Charles, Davison, Landau, McCracken, Thompson

**Publisher:** Pearson/Prentice Hall

**Copyright:** 2004

**Course: Learning Support – LS Science II**

**Text Title: Environment and Ecology for Pennsylvania:  
Meeting the Standards**

**Authors:** Pearson Education, Inc.

**Publisher:** Globe Fearon/Pearson

**Copyright:** 2003

**Course: Foundations of Math**

**Text Title: Mathematics: Applications and Concepts - Course 1**

**Authors:** Bailey, Day, Frey, Howard, Hutchens, McClain, Moore-Harris,  
Ott, Pelfrey, Price, Veilhaber, Willard

**Publisher:** Glencoe/McGraw Hill

**Copyright:** 2006

**Course: Integrated Math I**

**Text Title: Mathematics: Applications and Concepts- Course 2**

**Authors:** Bailey, Day, Frey, Howard, Hutchens, McClain, Moore-Harris,  
Ott, Pelfrey, Price, Veilhaber, Willard

**Publisher:** Glencoe/McGraw Hill

**Copyright:** 2006

**Course: Integrated Math II**

**Text Title: Mathematics: Applications and Concepts- Course 3**

**Authors:** Bailey, Day, Frey, Howard, Hutchens, McClain, Moore-Harris,  
Ott, Pelfrey, Price, Veilhaber, Willard

**Publisher:** Glencoe/McGraw Hill

**Copyright:** 2006

In accordance with **Board Policy #108**, these textbooks will be made available for public review and comment for 10 calendar days prior to final adoption at the June 28, 2005 board meeting.

- e) **Special Education Plan** – Board approval of the Special Education Plan for 2005-2008.

Recommendation: Board approval of the Curriculum and Technology Committee items is recommended.

**4. Budget and Finance**

Background:

- a) **Board Treasurer for 2005-06** – The Committee was requested to accept nominations for Board Treasurer for the 2005-06 fiscal year. (The insurance advisor will be directed to secure the proper bond for the Board Treasurer.) Board approval to accept the nomination of Mark Kauffman as Board Treasurer for the 2005-2006 fiscal year.
- b) **Board Secretary for Four-Year Term Beginning July 1, 2005** – Board approval to appoint Susan Green as Board Secretary for the four year term beginning July 1, 2005.
- c) **Assistant Board Secretary for Four-Year Term Beginning July 1, 2005** – Board approval to appoint Sara Smith as Assistant Board Secretary for the four year term beginning July 1, 2005.
- d) **Hanover Rehabilitation Contract for Athletic Trainer** – Board approval of the contract for an athletic trainer for the 2005-06 school year with the Hanover Rehabilitation Center. This contract is for on-site athletic training services for any athletes engaged in or participating in the athletic programs of Hanover High School. The cost of the services to date for 2004-05 and 2003-04 are \$2,000 and \$1,500, respectively.
- e) **Bids for 2005-06** – Board approval to solicit for bids for the following for 2005-06:
  - Bakery Products
  - Miscellaneous Cafeteria Foods
  - Musical Instruments
- f) **Award of LIU Joint Purchasing Board Bids for 2005-06** – The LIU Joint Purchasing Board at the meeting of May 6, 2005 approved the bids for general supplies, paper, art, and custodial supplies bids for the 2005-06 fiscal year. Board approval to award the bids to the vendors per the enclosure.
- g) **Act 72 Draft Resolutions – Discussion Item** – The Committee discussed Act 72 Draft Resolutions.
- h) **2005-06 General Fund Tentative Budget – Discussion Item** – The 2005-06 Tentative Budget has been presented to the Board in the amount of \$22,204,839 (including the budget brief items approved for inclusion at the April Board meeting). The Committee provided the administration with remaining questions/points of clarification so that the tentative budget can be approved at the May 24, 2005 Board meeting.

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i) **Monthly Reports** – Board approval of the following reports for the month of April:

- Tax Collector Report
- Treasurer's Report
- Investment Report
- Budget Expenditure Report
- Revenue Budget Summary
- Cafeteria Report
- Student Activities Reports

Recommendation: Board approval of the Budget and Finance Committee items is recommended.

### 5. **Buildings and Grounds Committee**

Background:

a) **Moul Field – Discussion Item** - The Public Service Committee of the Borough of Hanover agreed to attend the committee meeting to discuss with the Buildings and Grounds Committee future uses of Moul Field.

The Public Service Committee chose not to remain at the Committee meeting. The Building and Grounds Committee discussed options for negotiating the lease of Moul Field.

The Committee discussed that the Moul Field lease offer was officially extended at the April 26, 2005 Board meeting. The Borough has not officially accepted the six-month lease offer.

Discussion ensued regarding a re-offer of the lease with an attached time frame for the Borough to reply.

**(NO BOARD ACTION WAS REQUIRED.)**

**END OF CONSENT AGENDA**

**APPROVAL OF CONSENT AGENDA**

Mrs. Sunday made a motion to approve the Consent Agenda with the exception of item 2. c) Additional Summer Employment. Seconded by Mr. Frederick and passed on a roll call of 8 to 0.

Mrs. Sunday made a motion to approve item 2. c) Additional Summer Employment. Seconded by Ms. Angelo and passed on a roll call vote of 5 to 0. Mrs. Sunday, Mr. West, and Mr. Zeigler abstained from voting.



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**F. New Business**

**1. Superintendent's Report: Dr. Dillon**

Dr. Dillon introduced the building administrators who commented on the year-end activities at the schools.

**2. Personnel**

f) **Resignation(s)** – The Board was requested to approve the following resignation(s):

**Classified Employee(s):**

**Sandy Hetrick**, adult patrol at Clearview Elementary, effective June 9, 2005.

**BOARD ACTION:**

Ms. Angelo made a motion to approve the resignation as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 8 to 0.

g) **Internship Approval** – The Board was requested to approve the position of Summer Business Intern. Rate of compensation for this position will be \$6.25 per hour.

**BOARD ACTION:**

Ms. Angelo made a motion to approve the position of Summer Business Intern as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 8 to 0.

h) **Employment** – The Board was requested to approve the following employment items contingent upon the receipt of all necessary employment documents:

**Classified Employees:**

**Loraine Harris**, transfer from adult patrol at Clearview Elementary to adult patrol at Hanover Street, effective upon the hire of replacement at Clearview or at the beginning of the 2005-2006 school year.

**Tom Harris**, part-time custodian at Clearview Elementary, effective May 25, 2005. Rate of compensation will be \$8.50 per hour.

**Michael Vaux**, maintenance craftsman II, effective date to be determined. Rate of compensation will be \$15.66 per hour.

**Substitute Employee:**

**Rhonda Seibel**, extended substitute librarian at the middle school, effective May 10, 2005 through the end of the 2004-2005 school year. Rate of compensation will be \$187.23 per day.

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**Amanda Swope**, substitute teacher. Rate of compensation will be \$90.00 per day.

**Summer Employment:**

**Glen Lisella**, Summer Business Intern, effective May 26, 2005. Rate of compensation will be \$6.25 per hour.

**Regular Worker:**

**Mark Craumer**, effective May 16, 2005. Rate of compensation will be \$6.25 per hour.

**Eric Toomey**, effective June 13, 2005. Rate of compensation will be \$6.25 per hour.

**Substitute Summer Worker:**

**Benjamin Davis**, effective June 10, 2005. Rate of compensation will be \$6.25 per hour.

**BOARD ACTION:**

Ms. Angelo made a motion to approve the employment items as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 8 to 0.

- i) **Supplemental/Substitute Rate Schedule for 2005-2006** – The Board was requested to approve the 2005-2006 Supplemental/Substitute Rate Schedule per the information that was enclosed.

**BOARD ACTION:**

Ms. Angelo made a motion to approve the Supplemental/Substitute Rate Schedule for 2005-2006 as presented. Seconded by Mr. Scholles and passed on a roll call vote of 8 to 0.

- j) **Memorandum of Understanding – August 25, 2005 Inservice** – The Board was requested to approve the Memorandum of Understanding concerning the August 25, 2005 Inservice.

**BOARD ACTION:**

Ms. Angelo made a motion to approve the Memorandum of Understanding for the August 25, 2005 Inservice as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 8 to 0.

- k) **Other Business** – None

**3. Curriculum and Technology**

- f) **Board Policy for Extracurricular Participation by Charter/Cyber Students** – At the request of the Board Policy Committee, the Board was requested to approve the tentative adoption of a new policy to address Extracurricular Participation by Charter/Cyber Students. (PSBA will number the policy.) Final adoption will be requested at the June 28, 2005 meeting of the Board.

**BOARD ACTION:**

Mr. West made a motion to approve the tentative adoption of the new policy to address Extracurricular Participation by Charter/Cyber Students. Seconded by Ms. Angelo and passed on a roll call vote of 8 to 0.

- g) **Policy Revisions** – As recommended by the Board Policy Committee, the Board was requested to tentatively approve the revisions to the following Board Policies. Final adoption will be requested at the June 28, 2005 meeting of the Board.

**#137 In-Home Instruction**

The following policies were all revised to address meal arrangements or meal reimbursement.

**#121 Field Trips**

**#331 Job Related Expenses (Administrative Employees)**

**#431 Job Related Expenses (Professional Employees)**

**#531 Job Related Expenses (Classified Employees)**

**BOARD ACTION:**

Mr. West made a motion to tentatively approve the revisions to the Board policies as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 8 to 0.

- h) **Other Business** – None

**4. Budget and Finance**

- j) **Act 72** – The Board was requested to make a motion to approve either the opt-in or opt-out resolution concerning Act 72.

The resolutions have been reviewed by the District's solicitor.

**BOARD ACTION:**

Mr. Kauffman made a motion to approve the Hanover Public School District Act 72 Opt Out Resolution. Seconded by Mr. Frederick.

DISCUSSION: Dr. Steelman requested that each board member state his/her reason for his/her respective vote. Mr. Yingst advised that board members may state their reasoning but were not *required* to state their reason(s).

The motion passed on a roll call vote of 8 to 0. All board members stated their reasoning.

- k) **2005-2006 Tentative Budget** – The Board was requested to approve the tentative budget for 2005-2006 in the amount of \$22,204,839.

**BOARD ACTION:**

Mr. Kauffman made a motion to approve the tentative budget for 2005-2006 in the amount of \$22,204,839. The tentative budget will:

- Result in an 11% increase over the 2004-2005 budget (\$2,228,348)
- Use \$1,100,142 of fund balance, and
- Result in a 1.5 mill increase (from 17.55 to 19.05).

Seconded by Mr. Frederick and passed on a roll call vote of 8 to 0.

- l) **Check Registers** – The Board was requested to approve the following check registers:

- General Fund including athletic, middle school, and senior high
- Building Project
- Cafeteria

**BOARD ACTION:**

Mr. Kauffman made a motion to approve the check registers as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 8 to 0.

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- m) **Athletic Bids** – The Board was requested to award the bids for athletic uniforms for 2005-2006 to the following companies.

Ace Reconditioners	\$ 4,845.86
Anaconda Sports	885.00
Football America	546.25
Instant Replay	3,672.00
<u>Sportsman's</u>	<u>2,079.50</u>
Total	\$12,028.61

**BOARD ACTION:**

Mr. Kauffman made a motion to approve the athletic bids as presented. Seconded by Ms. Angelo and passed on a roll call vote of 8 to 0.

- n) **Other Business** – None

**5. Buildings and Grounds**

- b) **Other Business** – None

**Other Business -** Mr. Maynard Weikert questioned the figure for retirement fund losses. Mrs. Green explained the budget increase related to retirement.

Mr. Dennis Fahey commented on Act 72 and encouraged the Board to protest unfunded mandates via the Pennsylvania School Boards Association (PSBA).

**ADJOURNMENT:**

The meeting adjourned at 8:25 p.m.

**THE NEXT REGULARLY SCHEDULED BOARD MEETING IS JUNE 28, 2005 AT 6:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.**

sbs