

**Hanover Public School District  
Board of Directors Meeting Minutes**

**Monday, October 13, 2008**

**6:00 P.M.**

An executive session was held prior to the meeting to discuss legal and personnel issues.

**Opening Business**

Call to Order – The meeting of the Hanover Public School District Board of Education was called to order at 6:00 P.M.

Pledge of Allegiance

Roll Call

Board Members present: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Also Present: Mrs. Gunnet, Mr. Stahlman, Mr. Albin, Mrs. Frock, Ms. McDermitt, Mr. Wentz, Mr. Lehman, Dr. Krout, Dr. Doll, Mrs. Smith, Mrs. Dubbs, John Beddia, Crabtree & Rohrbaugh; Brian Bingeman, K & W Engineers; Pauline Brown, Laura Silver, Sue Ann Johnson, Eric Hartman, Brian Shea, Jason Weigle, Linda Yowaiski, HPESPA; Heather Faulhefer, Evening Sun, Shawn Klunk, Dawn Henry, Heidi Hormel

**Recognition of Visitors and Public Comments**

Washington Elementary Replacement Piece of Playground Equipment – Shawn Klunk, a representative from the Washington PTO presented tentative plans for a replacement piece of playground equipment for the equipment that was damaged by an automobile accident. The total cost for the piece would be \$23,299 installed. The cost included warranty and liability. They are asking for volunteers to help with excavation and distributing mulch. The piece will hold up to 52 children from ages 5-12. The cost for the piece without installation would be \$18,549. The cost for edging would be an additional \$3,000. The company is asking for 50% down and will be delivered in approximately two weeks. Insurance monies would cover a portion of the cost with the PTO paying for the remainder. Mr. Bortner made a motion for the PTO to go ahead with the project. Mr. Zeigler seconded the motion and it passed on a vote of 9-0.

**Approval of Minutes from Past Meeting**

The Board was requested to approve the minutes of the Board Meeting September 22, 2008. (**enclosure**)

**BOARD ACTION:**

Dr. O'Connor made a motion to approve the minutes as presented. Seconded by Mrs. Hersh and passed on a vote of 8-0. Mrs. Lingg abstained.

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**Standing motions regarding Personnel:**

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

**Classified Employee:**

**Natalie Barnhart**, high school third shift custodian, effective October 10, 2008. Ms. Barnhart has obtained employment elsewhere.

**Substitute Employee:**

**Margaret Carolyn Taylor**, request to remove name from substitute teacher list. She has obtained regular employment elsewhere.

**Supplemental Employee:**

**Michael Bauer**, assistant varsity football coach, effective immediately, for personal reasons.

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

**Classified Employee:**

**Joyce Jenkins**, middle and high school healthroom assistant, effective November 3, 2008. Rate of compensation will be \$14.66 per hour (**enclosure**).

**Michael Rang**, part-time custodian, effective October 12, 2008, or upon release from current employer. Rate of compensation will be \$9.79 per hour (**enclosure**).

**Substitute Employees:**

**Jennifer Arganbright, Emily Beyer, Brittany Conoway, Amy Fortune, Holly DeRiggs, Austin McCusker, Jane McMahon-Gilly, Jennifer Myers, Kerri McSweeney, Erica Riley, Marya Tipton, and Kelly Watson**, day-to-day substitute teachers, effective immediately. Rate of compensation will be \$95.00 per day.

**Amy Fortune**, substitute teaching and personal assistant, effective immediately. Rate of compensation will be \$9.53 per hour.

**Robert Lance**, extended learning support substitute, effective September 29, 2008, to October 3, 2008. Rate of compensation will be \$211.81 per day.

**Mary Ann Dissinger**, extended learning support substitute, effective October 6, 2008, to approximately November 18, 2008. Rate of compensation will be \$211.81 per day.

**Patricia Laughman**, substitute cafeteria worker, effective date to be determined. Rate of compensation will be \$9.53 per hour (**enclosure**).

**Supplemental Employee:**

**Emmeline Rush**, part-time student custodian, effective date to be determined. Rate of compensation will be \$7.15 per hour (**enclosure**).

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**BOARD ACTION**

Dr. O'Connor made a motion to approve the employment items as presented. Seconded by Mrs. Lingo and passed on a roll call vote of 9-0.

**Job Description Approval-** The Board was requested to approve the **enclosed** job description for the Dean of Students. The district has received approval from the Pennsylvania Department of Education for this job description with appropriate certification.

**Leave of Absence-** The Board was requested to approve the following requests for leave of absence:

**Lindsay Pareja**, middle school nurse, FMLA leave of absence for maternity, effective approximately April 29, 2009, through the end of the 2008-09 school year. Mrs. Pareja will be using paid leave prior to beginning leave without pay.

**Rebecca Ruppert**, medical leave of absence, effective September 22, 2008, for approximately two to three weeks. Mrs. Ruppert will be using paid leave during her absence.

**Conference/Workshop** – The Board is requested to approve the following conference/ workshop:

**Dr. Jill Dillon**

Superintendent's Retreat

October 29-31, 2008

Shepherdstown, WV

Cost: mileage only, all other costs paid by LIU #12

**BOARD ACTION:**

Mr. Bortner made a motion to approve the job description, leaves of absence, and conference/workshop as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

**Standing motions regarding Curriculum and Technology:**

**Board Policy** – The Board was requested to discuss and approve the final adoption of Board Policy (**enclosure**):

- 707 Community Use of School Facilities

**Board Regulation** – The Board was requested to discuss and approve the tentative deletion of Regulation (**enclosure**):

- 103-R1 Procedure for Registering Reports of Discrimination

**Board Policy** – The Board was requested to approve a clerical change to the follow policies (**enclosure**):

- 348 Unlawful Harassment – Administrative Employees
- 448 Unlawful Harassment – Professional Employees
- 548 Unlawful Harassment – Classified Employees

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**BOARD ACTION:**

Mr. West made a motion to approve the Board Policy and Board Regulation changes as presented. Seconded by Mrs. Lingg and passed on a vote of 9-0.

**Standing motions regarding Finance**

**2009-2010 Budget** – The Board was requested to approve the 2009-2010 budget calendar and resolution on rate of tax being no more than the index of 4.1% (**enclosure**)

**BOARD ACTION:**

Mr. Bortner made a motion to approve the 2009-2010 budget calendar and resolution as presented. Seconded by Mrs. Smith and passed on a vote of 9-0.

**Adjournment**

Mr. Zeigler made a motion to adjourn the meeting. Seconded by Dr. O'Connor. The meeting was adjourned at 6:15 P.M.

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## Hanover Public School District Board of Directors Committee Meeting Minutes

Monday, October 13, 2008

### Opening Business

Call to Order – The meeting of the Hanover Public School District Board of Education was called to order at 6:15 P.M.

Roll Call

Board Members present: Mr. Bortner, Mrs. Hersh, Mr. Kauffman, Mrs. Lingg, Dr. O'Connor, Mr. Smith, Mrs. Smith, Mr. West, Mr. Zeigler

Also Present: Mrs. Gunnet, Mr. Stahlman, Mr. Albin, Mrs. Frock, Ms. McDermitt, Mr. Wentz, Mr. Lehman, Dr. Krout, Dr. Doll, Mrs. Smith, Mrs. Dubbs, John Beddia, Crabtree & Rohrbaugh; Brian Bingeman, K & W Engineers; Pauline Brown, Laura Silver, Sue Ann Johnson, Eric Hartman, Brian Shea, Jason Weigle, Linda Yowaiski, HPESPA; Heather Faulhefer, Evening Sun, Shawn Klunk, Dawn Henry, Heidi Hormel

**Recognition of Visitors and Public Comments - None**

### Facilities

Crabtree Rohrbaugh Presentation on Stadium, Hanover Street Elementary and Washington Elementary

**Washington Elementary** -- John Beddia from Crabtree and Rohrbaugh made a presentation on Washington Elementary. The existing building area is 22,500 square feet. The proposed new construction area would be 14,500 square feet with a total planned area of 37,000 square feet. The total cost of the project would be \$6,741,377. The capacity of the project is for 250 students. Mr. West wondered if the option to build new was discussed at all. Mr. Beddia was asked only to quote on renovations. Mr. West felt that this has been gone through before. One of the problems with the project is that it does not address the failing intersection. One of the options included moveable fixtures and equipment that may not be required. The Board could elect to do a non-reimbursable project.

**Hanover Street** – John Beddia presented plans for the renovation of Hanover Street Elementary. The existing area of the building is 35,000 square feet. The planned new construction area is 12,500 square feet with a total planned area of 47,500 square feet. The estimated cost for the total project would be \$7,292,249. At the present time there is no elevator at Hanover Street, the windows are not compliant, walls are not easily modified, HVAC is not consistent and is beyond the life expectancy. Mr. Smith felt that the second floor had big hallways on the new drawing. He felt that the corridor should be a minimum of 8-10 feet. Mr. Smith stated that we need to establish what we are looking for and ask

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Crabtree and Rohrbaugh to provide certain things or not to exceed a set amount of money. Mr. Smith felt that we could not afford to do all three projects with the money that is available right now.

**Stadium** -- Brian Bingeman from K & W Engineers gave his recommendations for the stadium renovation. He was given three options to work with. (A) Total renovation of Sheppard and Myers Stadium; (B) Renovation of Sheppard and Myers Stadium and new synthetic track at the High School/Middle School Site; (C) New stadium and track at the High School/Middle School Site. Some of the information gathered from the 2004 study includes: parking as exists; stormwater management; and center of High School/Middle School water problems because of wetlands. Some of the key issues raised included zoning, parking, use/availability, and storm water management. The cost of Option A would be \$2,891,064. The cost for Option B would be \$2,229,216 for the renovation of the stadium and \$801,504 for the track at the High School/Middle School site. The crown would not have to be moved. For the track at the Middle School there would be no field house or no lighting in the price. The cost for Option C would be \$3,040,224. For this option there would be a loss of the baseball field. The cost does not include the cost to move the baseball field. Mr. Bortner and Mr. Smith wanted to thank Mr. Beddia and Mr. Bingeman because that was what the Board is looking for.

Middle School Roof Update – Mr. Stahlman stated that two overflows have been installed above two rooms. If it works, the cost would be 20 overflows at a cost of \$2,000 each which would be a big savings from the last plan. They are waiting for it to rain to see if this is going to solve the water problem.

Clearview Elementary Intercom Update – Two proposals have been received so far and are waiting for two more. It should be brought back at the next Board meeting.

Elementary Playgrounds Update (**Enclosure**) – Three elementary playgrounds were included in the survey. Clearview had the least amount of issues. One of the key things was that the playgrounds have to be enclosed. Clearview has to be enclosed the whole way around. There would be temporary fencing for the other two playgrounds. It must be acted on as soon as possible. Washington playground two of the six poles are bent. Maintenance is trying to straighten the poles. They have eliminated one swing per bay. A maintenance plan is now in place for each building. Mulch needs to be swept back in weekly. Some of the costs involve the cost for fencing. Hanover Street will need to replace the entire equipment. This was installed in 1993 and wear and tear has hurt it. In the new equipment all steel posts are now being used. They don't sell equipment with wood parts. In regard to the fencing around Clearview two gates are needed. Approval is not needed to buy and install.

Washington Mold – It has been inspected and has not returned. They are looking to put in a fan system. Windows will be removed in the boiler room and a fan installed to help with the mold issue.

**Personnel** – An executive meeting was held prior to the meeting to discuss personnel issues.

**Curriculum and Technology** - None

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## Finance

Skylights – Two skylights at the Middle School were damaged by vandals. The cost to repair is \$1,949 with a \$1,000 deductible. The vandals climbed up the structure to gain access to the roof. It was suggested to look into installing a barricade so it would not happen again.

Financial Market Impact Update – The variable rate debt went from 2% to a high of 8.25%. It is currently at 5.5%. This rate is adjusted on a weekly basis. We have budgeted for 4.5%. There has been a savings the first couple of years since we spent less than budgeted. We can use that reserve right now.

Lincoln Benefit Trust Dental and Vision Carrier Change – Mrs. Frock gave an update regarding the Dental and Vision. The vision coverage has changed to Davis and the dental coverage to Delta Dental as of January 1, 2009. Right now open enrollment is being held. The vision coverage has more benefits at a reduced cost.

Shared Services/Common Cents Initiative for 2008-2009-State Program (**Enclosure**) – Mr. West stated that there was a reason the Board opted not to participate. Mr. Wentz stated that we may not be selected by the state. All schools in our IU would need to participate to be selected. A number of Boards have voted not to participate. We have joint buying currently through the LIU. Mr. West stated that to do this would require many man hours. Dr. Dillon stated that some said yes last year and are now saying no. A vote will be taken at the next meeting. Dr. O'Connor wondered what the cost would be. Mr. Wentz stated that it is very labor intensive and the recommendations they make may not be best for the School District. The deadline is November 1. Watch the newspapers for other votes from other School Districts.

## Old Business

S & M – Mr. Bortner stated that he would reactivate the stadium committee. Mr. West stated that he would like to see numbers of new construction at the Washington Elementary before anything is done. Mr. Smith stated that we could use the prices that were given before. Mr. West felt that things have changed with major variables and a different plan. Dr. O'Connor felt that we would need to cut out programs or get additional financing. Mr. Kauffman stated that more than 14 million dollars is available and more if we could sell S & M. The Board is asking John Beddia to get a price for a new building at Washington Elementary.

## Other Business

### Next meeting date:

The next meeting will be Monday, October 27, 2008, at 6:00 P.M. in the Boardroom.

### Adjournment

Mr. Bortner made a motion to adjourn the meeting. Seconded by Mr. Kauffman. The meeting was adjourned at 8:20 P.M.

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Troy Wentz, Board Secretary