

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

Monday, October 27, 2008

6:00 P.M.

Opening Business

Call to Order – The meeting of the Hanover Public School District Board of Education was called to order at 6:04 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

Student Board Member present: Alex Daubert (Alternate)

Student Board Members absent: Lyna Tran, Gabriel Rosenbrien

Also Present: Mr. Klenk, Mrs. Gunnet, Mrs. Frock, Mrs. Smith, Mr. Wentz, Mrs. Brown, Mr. Lehman, Mr. Hershner, Mr. Stahlman, Ms. McDermitt, Mrs. Dubbs, Deborah Herring, HEA; Mike Vaux, HPESPA; Megan Krebs, Bryant Foreman, HEA; Jack Sheehan, HEA; Linda Yowaiski, HPESPA; Deb Caler, HEA.

Recognition of Visitors and Public Comments - None

Swearing-In of Student Board Member – Student Board Member, Alex Daubert, was sworn-in by Mr. Smith, Board President. Mr. Smith welcomed him to the Board.

Approval of Minutes from Past Meeting

The Board was requested to approve the minutes of the Board Meeting October 13, 2008. (**enclosure**)

DISCUSSION:

Mrs. Lingg noted she abstained at the last meeting when voting for the minutes.

BOARD ACTION:

Mrs. Smith made a motion to approve the minutes with the correction. Seconded by Mr. Bortner and passed on a vote of 9-0.

Committee Reports

York School of Technology – Zeigler, Chair; West (Alternate)

The school is currently working on a flex hybrid schedule where the students would participate in academics as well as technical every day. They are hoping to increase PSSA scores and make the students more successful. They are hoping to have it implemented for the 09-10 school year. The Special Ed department is hoping to achieve Safe Harbor in all groups. They are hoping to increase scores by at least 10 percent. The budget timeline was distributed with no big increases. The Board members should be getting the budgets in their packets.

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Recreation – Lingg, Chair; Kauffman (Alternate) – No report

PN Advisory – Hersh, Chair; A. Smith (Alternate)

Mrs. Brown updated the Board on the NLCAC reviewers that recently visited our School. There is a visit every eight years. They reviewed all aspects of the Practical Nursing program. A written report will be given to the Board and commissioners. It will be known by March if we have been re-accredited. Recently the students have participated in PH Glatfelter wellness fair, physicals, and flu shots. Mr. Zeigler wanted to thank the students for participating in the Wellness Fair at Glatfelters. Everyone at Glatfelters was really impressed with the group.

Meet & Discuss Professional – West, Chair; O'Connor, D. Smith

This committee will discuss items they want to discuss with the Board. Some movement on negotiations will be upcoming.

Meet & Discuss Classified – D. Smith, Chair; Hersh, O'Connor – No report

Meet & Discuss Administrative – O'Connor, Chair; Kauffman, D. Smith – No report

Joint Wage Tax – Bortner, Representative; Zeigler (Alternate) – No report

Lincoln Intermediate Unit Insurance Trust – West, Representative; BJ Frock (Alternate)

The next meeting will be November 11.

Legislative Liaison with Pennsylvania School Board Association – Hersh, Representative;

A. Smith (Alternate) – No report

Superintendent's Advisory Council – A. Smith, Chair; O'Connor (Alternate)

A meeting was held. Some of the items discussed were wellness and activity nights.

Policy Committee – West, Chair; A. Smith, Lingg

The next meeting will be November 6. There are several policies to be voted on at this meeting.

Sheppard Myers Stadium Committee – Bortner, Chair; Hersh, O'Connor

Mr. Bortner has been in contact with members. He has shared that the schools will be the priority for repairs.

Moul Field Negotiating Committee – A. Smith, Chair; Lingg, O'Connor, West – Mr. Smith stated that there have been no negotiations with the Borough.

Community Relations Committee – A. Smith, Chair; D. Smith, Kauffman, Zeigler

The next meeting will be Monday, November 3, with the South Western Board here at 6:00 P.M. All are invited to attend.

Student Board Members Report – Tran, Rosenbrien, Daubert (Alternate)

Homecoming was held on October 11. Student Council hosted a Trick or Treat for elementary students and there a good turn out and Key club sponsored a Trick or Treat for Unicef. The fall play will be Cheaper by the Dozen which will be directed by George Matthew. Lyna Tran and Allison Frederick are

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both participating in the Miss Hanover pageant which was held tonight. The volleyball team is in the play offs on Tuesday. On Wednesday evening is the Bon Fire. The students would like to thank the Board for helping to bring it back to the students. The football game with Delone will be on Friday night.

Superintendent's Report

Dr. Doll gave an overview of the Strategic Plan. The Special Education and Technology Plans have been completed and approved. Still needed to be completed are: Teacher Induction, Professional Development, Chapter 4, Chapter 12. School Improvement is not applicable. Some of the key issues discussed involved changing demographics and decrease in parent involvement. The committee felt that the Mission Statement should be the same. The Vision Statement is still being worked on by the committee. The Core Beliefs are mostly the same but one belief became a goal. The goals set by the committee include student achievement, professional development, community and parent support, cultural and economic diversity and District Infrastructure. Dates are being set in November to meet the final deadline of January 2009. The key ideas are Plan, Believe, Achieve. Dr. O'Connor questioned the wording of a state of the art infrastructure. He wondered how it is defined. He thought it may advocate more than we can financially do.

Mrs. Gunnet presented information regarding a student in our school district. Her name is Emily Gonzalez and she was nominated for the "Yes I Can" award. Her category is the Arts. There will be 27 winners throughout the United States. She will be recognized at the LIU meeting as well. Mrs. Gunnet will keep the Board informed as to whether or not Emily wins the award.

There was a question as to the fact that Steve Little from the High School was recognized by the Chamber of Commerce as Teacher of the Year. Mrs. Lingg would like to see a copy of the accomplishments that were read on the night of the presentation. It was stated that just the administration and family members were invited to attend. Mrs. Lingg thought that he should also be recognized by the Board for his many accomplishments. Mrs. Frock stated that he would be recognized at a later date.

Legal Report - None

Standing motions regarding personnel

Request for Leaves of Absence- The Board was requested to approve the following requests for leaves of absence:

Kerry Boyd, high school guidance counselor, request for FMLA leave of absence for maternity reasons, effective approximately February 26, 2009, to April 14, 2009. Mrs. Boyd will be using paid leave prior to beginning leave without pay.

Amy Crist, middle school foreign language teacher, request for FMLA leave of absence for maternity reasons, effective approximately February 18, 2009, through the end of the 2008-2009 school year. Mrs. Crist will be using paid leave prior to beginning leave without pay.

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

Megan Stitt, high school English teacher, request for leave of absence for maternity reasons, effective approximately March 24, 2009, to May 8, 2009. Mrs. Stitt will be using paid leave during her maternity leave and would only begin uncompensated FMLA leave if needed.

DISCUSSION:

Mrs. Hersh wondered if a substitute guidance counselor would be hired during her leave of absence. Mrs. Frock stated that there would be a substitute to be approved at a later date.

BOARD ACTION:

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

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

Supplemental Employees:

Timothy Brown, head middle school boys' basketball coach, effective for the 2008-2009 school year. Rate of compensation will be 2231.00 (**enclosure**).

Terry Conover, assistant varsity wrestling coach, effective for the 2008-2009 school year. Rate of compensation will be \$3079.00 (**enclosure**).

Kayla Miller, middle school winter sports cheerleading head coach, effective for the 2008-2009 school year. Rate of compensation will be \$434.00 (**enclosure**).

Gregg Yingst, head varsity girls track coach, effective for the 2008-2009 school year. Rate of compensation will be \$2714.00 (**enclosure**).

Gameworkers/Eventworkers:

Denny Garman and **Diane Ishman-Hunker**, gameworker employment effective for the 2008-2009 school year. Rate of compensation will be as listed on the SA-107A "Athletic Event Report for Payment" for each appropriate position.

Substitute Employees:

Susan Miller, extended English substitute teacher, effective approximately March 24, 2009, to May 8, 2009. Rate of compensation will be \$211.81 per day. Mrs. Miller will be substituting during the leave of Mrs. Megan Stitt (**enclosure**).

Susan Thomas, extended substitute school nurse, effective approximately April 29, 2009 through the end of the 2008-2009 school year. Rate of compensation will be \$211.81 per day. Mrs. Thomas will be substitute during the leave of Mrs. Lindsay Pareja.

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DISCUSSION:

Dr. O'Connor wondered if Terry Conover is considered a Step 1. Mrs. Frock answered no.

BOARD ACTION:

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

Approval to Advertise - The Board was requested to grant approval to advertise for the following position:

Computer Technician I

DISCUSSION:

Dr. O'Connor stated that he would like to table the motion because we have our own software and only one person knows the software. He would like a person trained to learn the software. He felt that the Board may be forced to approve another person later to learn the software. Mr. Fry stated that we are badly in need of help with the hardware. There are approximately 100 computers that need installed at the High School. Mr. West said that we are in need of help in the technical end right now and don't think we should table. Mr. Bortner wondered if the person hired could be moved up from Tech I to Tech II position. Dr. O'Connor felt that if the Board added an assistant there wouldn't be enough other duties to keep the person busy. Mr. Kauffman stated that the District has approximately 700 computers right now and that is more than enough for one person. Mr. Smith felt it should be the goal of the new person to move up to a Tech II.

BOARD ACTION:

Dr. O'Connor made a motion to table the approval to advertise. Seconded by Mr. Bortner. It was defeated on a roll call vote of 2-7. Mrs. Smith and Dr. O'Connor cast the positive votes.

BOARD ACTION:

Mrs. Hersh made a motion to approve to advertise the position as presented. Seconded by Mr. West and passed on a roll call vote of 7-2. Dr. O'Connor and Mrs. Smith cast the negative votes.

Contract Notice- Dr. Dillon has submitted written notice to the Board of School Directors indicating that she will not be seeking renewal of her contract as Superintendent. Her current contract is valid through June 30, 2009.

Informational Item only and does not require Board action.

DISCUSSION:

Dr. O'Connor felt that in regard to Policy 302 regarding automatic renewal, that renewal of a Superintendent's contract could be inadvertently overlooked. The policy states that if the Board fails to notify, it will be automatically renewed. He made a motion that the policy be brought to the policy committee for review. Mr. Yingst stated that he thought the language from the policy is straight out of school code. He will double check to make sure. Dr. O'Connor withdrew his motion.

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BOARD ACTION:

Mrs. Smith made a motion in accordance to policy 302 the Board acknowledges Dr. Dillon's decision not to seek renewal of her contract and therefore the Board will move forward with plans to seek applications for the position from other qualified candidates. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

Standing motions regarding Curriculum and Technology

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

- 103-R1 Procedure for Registering Reports of Discrimination

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

- 249 Bullying/Cyberbullying
- 704 Maintenance
- 008 Organizational Chart

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

- 008-R Line of Responsibility

DISCUSSION:

Mrs. Smith wanted to add to the 008 Organizational Chart the positions of Special Education Secretary, Practical Nurse Secretary and Cafeteria Manager Secretary.

BOARD ACTION:

Mrs. Lingg made a motion to approve the policies and regulations with the changes to 008. Seconded by Mr. West and passed on a vote of 9-0.

Standing motions regarding Finance

Common Cents/Shared Services Initiative – The Board was requested to render a decision on the District participation in the state initiative of the Common Cents Program, established to explore ways to share services with other school districts and intermediate units.

DISCUSSION:

Dr. O'Connor wondered if it has already failed. Mr. Wentz stated that one of the criteria is the majority of the IU would have to be participants to be accepted. Mr. Zeigler stated that we do already do these things. Dr. O'Connor said that we are asked to endorse the program but would require more man hours. Mr. Wentz stated that some of the cost savings in reports issued last year are not significant.

BOARD ACTION:

Mrs. Lingg made a motion to accept the Common Cents/Shared Services Initiative as presented. Mr. Bortner seconded the motion. The motion was defeated with a vote of 1-8. Dr. O'Connor cast the positive vote.

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Monthly Reports – The Board was requested to approve the following reports for the month of September (**enclosures**):

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

BOARD ACTION:

Mr. Zeigler made a motion to approve the monthly reports as presented. Seconded by Mrs. Hersh and passed on a roll call vote of 9-0.

Check Registers – The Board was requested to approve the following check registers:

General Fund including athletic, middle school and high school activity accounts, Building Project, Cafeteria and Capital Reserve (**enclosure**).

DISCUSSION:

Mrs. Smith noted that the District has paid over \$51,000 the past months for cyber charter academies. She felt that we should look into a District web based program so we don't have to keep paying out. Mrs. Smith will e-mail Dr. Doll a list of information she would like regarding cyber school students. Mr. Wentz stated that as of now we have approximately 50 students. The cost for a regular education student is \$9,000. The cost for a special education student is around \$18,000. Mr. Wentz stated that this was the government's trade-off for not getting school vouchers. Dr. O'Connor stated that we could hire a person to run the cyber school and we should explore alternatives. Mrs. Smith wondered if we could give stipends for teachers to oversee the cyber school alternative. She felt that we should look into it for next year. Mr. Wentz noted that the District does get approximately 30 percent of the amount paid out back from the state. Dr. Doll stated that when students do not attend the cyber school we don't pay the bills. Dr. Doll also noted that students have the choice as to which cyber charter school they attend.

BOARD ACTION:

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

Clearview Intercom Replacement – The Board was requested to approve the replacement purchase of an intercom system from Berkshire Systems Group, Inc. at the cost of \$13,835, with anticipated insurance monies in the amount of \$12,835. (\$1,000.00 cost to the District is anticipated deductible) (**enclosure**).

DISCUSSION:

Mr. Smith stated that in the future he would like to see the scope of the work that is being done in addition to the quotes especially at a cost of \$13,000 for the district. Mr. Zeigler noted that the District is only responsible for the \$1,000 deductible.

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BOARD ACTION:

Mr. Bortner made a motion to approve the Clearview Intercom Replacement as presented. Seconded by Dr. O'Connor and passed on a roll call vote of 9-0.

Standing motions regarding Facilities

Middle School Roof Update

Mr. Stahlman stated that progress has been made. There were still a few spots that were wet but it was not nearly as bad as before. They are also looking at the gutters and the standing seam roof. It is not solved yet. It was somewhat successful but improvement was not 100 percent. We would be looking at 15 to 20 more areas at a cost of \$2,000 each.

Hanover Street Elementary, Washington Elementary and Stadium Proposal Follow Up

John Beddia will present at the November 10 Committee Meeting

Old Business

Dr. O'Connor discussed that in regard to the budget discussion direction should be given. Mrs. Lingg felt that that we should hold to last year's expense amount rather than increase taxes. Dr. O'Connor felt that we should hold the overall millage rate and it would be cleaner if it was stated not to increase taxes. Mr. Wentz stated that the state may give additional revenue. Mr. West felt that the motion was not necessary because the Board has always set that goal but not necessarily totally limit. Mr. Zeigler noted that the cost of electricity may significantly increase next year. He felt that the Board could ask to hold if possible but not a wise decision to make at this time. Mr. Smith stated that it is only a goal. Dr. O'Connor stated that the motion is open to rephrasing. He stated that cuts would have to be made in other areas if costs rise. Dr. O'Connor stated that it is the Board's intention to not raise taxes. Mr. Wentz stated that it was better that it was a goal and not a directive. There is a lot can happen before April. Mrs. Hersh and Mr. Zeigler felt that the Board needs more information. They would like at least one more budget meeting.

Mr. Bortner made a motion to call for the question. Mrs. Lingg seconded the motion. The motion passed on a vote of 9-0.

Dr. O'Connor made a motion that the Superintendent's goal for the 2009-2010 budget is that it does not include a tax increase. The motion was seconded by Mr. Bortner. The motion carried on a roll call vote of 5-4. Mrs. Hersh, Mr. Kauffman, Mr. West and Mr. Zeigler cast the negative votes.

Other Business

Mr. Wentz stated that the Department of Auditor General's mandated audit will begin as of Friday for the year ended 2006 and 2005. It will take four to eight weeks for them to issue a report. Mr. Zeigler wondered if the returned ethics papers are included in the audit. Mr. Wentz stated that it would be.

Next meeting date:

The next meeting will be Monday, November 10, 2008, at 6:00 P.M. in the Boardroom.

Adjournment

Mr. Zeigler made a motion to adjourn the meeting. Seconded by Mrs. Lingg. The meeting was adjourned at 7:45 P.M.