

BOARD OF DIRECTORS MEETING MINUTES

Tuesday, May 27, 2014
6:00 P.M.

- A. Opening Business
- Call to Order - The meeting was called to order at 6:02 PM.
 - Pledge of Allegiance
 - Roll Call
 - Board Members present: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea
 - Board Members absent: Mr. Kelly, Dr. O'Connor
 - Student Board Members absent: Zach Sheaffer, Garrett Reichart, Woodrow Wagaman (alternate)
 - Also Present: Dr. Scola, Dr. Seiple, Mr. Wentz, Mr. Fry, Mrs. Dubbs, Mr. Kress, Mr. Flores, Mrs. Gunnet, Mrs. Hilyard, Mr. Czap, Mrs. Houck, Dr. Krout, Mrs. Frock, Darlene Klenk
- B. Recognition of Visitors
- C. Public Comments
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of April 28, 2014, and May 12, 2014.
- Minutes 04-28-14 ([enclosure](#))
 - Minutes 05-12-14 ([enclosure](#))

BOARD ACTION:

The minutes were approved with one correction to the May 12, 2014, minutes.

E. Committee Reports

York School of Technology – Kelly, Representative - No Report

Recreation - Shea, Representative - Playground will begin June 9th and end August 1.

PN Advisory – Daubert, Representative - Graduation will take place in July.

Meet & Discuss Professional, Classified & Administrative – Engle, Chair; Daubert, Kelly - No Report

York Adams Earned Income Tax Bureau - Reck, Representative; O'Connor, Alternate - No Report

Lincoln Benefit Insurance Trust - Wentz, Representative - We are being charged \$1 per participant because of the Affordable Health Care Act. Next year we will be paying \$2 per participant. We have maintained a level balance in our account thus far this year.

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

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Nothing was passed. Special education funding reform is in committee and they are

hoping to correct overpayments to Charter Schools. PlanCon proposed to go from an 11-step process to 5-step. The Auditor General is trying to have charter school reform with better accountability.

Policy Committee – Frederick, Chair; Shea, Lingg - There is three on the agenda for final approval. The next meeting will be held in August.

Educational Programs Committee - Daubert, Chair; O'Connor, Reck - On May 19 the committee discussed English department textbook adoption. We received \$69,000 for School Intervention Grant at the high school. We are working on the completion of the Comprehensive Plan.

1. They are currently backmapping curriculum. Curriculum should all be written by August

Building & Grounds Committee - Roland, Chair; Lingg, Engle ([enclosure](#)) - Some items discussed were Middle School entrance and security. They selected the less expensive way to accomplish this. We received two tennis court bids. The lessor one of \$36,700 which was under budget. We are looking to add lettering to Hanover Street Elementary. The bleacher guardrails have been completed. They put a new sign on the intersection of Broadway and Hollywood. The metal shop is in the planning stages and will begin the second week in June.

Student Board Members - Sheaffer, Reichart, Wagaman (alternate)

F. Superintendent's Report - Dr. John Scola

- Summer Hours - They will begin June 16 through August 8. The hours are 7:30 AM to 3:30 PM Monday through Friday.
- Willy Wonka, Jr. will be performed at the Middle School on Friday, May 30; and Saturday, May 31 at 7 PM; and Sunday, June 1 at 2 PM. Admission is \$5.00. A dinner and show is available Saturday for \$15.00. A new curtain will be installed on Thursday prior to the show. This summer we will be painting the auditoria.
- Dr. Scola presented Jeremy Flores with a plaque in appreciation for his work for Hanover School District and wished him well.

G. Personnel - New Business

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

Professional Employees:

Ashlyn Garland, elementary teacher, effective with the beginning of the 2014-2015 school year. Rate of compensation will be \$45,138.00 ([enclosure](#)).

Tiffany Vanik, elementary teacher, effective with the beginning of the 2014-2015 school year. Rate of compensation will be \$45,138.00 ([enclosure](#)).

Substitute:

Hannah Lauchman, day-to-day substitute teacher, effective for the 2013-2014 school year. Rate of compensation will be \$95.00 per day (completed).

2) Leave of Absence - The Board is requested to approve the following request for

leave of absence:

Ashley Longenberger, elementary teacher, FMLA for childrearing/childbearing reasons, effective August 18, 2014 to approximately September 4, 2014.

- 3) Approval to Advertise - The Board is requested approval to advertise for the following anticipated positions:

Teaching Assistants (part time)

BOARD ACTION:

Mr. Frederick made a motion to approve the employment items as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

H. Curriculum and Instruction

- 1) Comprehensive Planning Steering Committee - June 19 - 4:30 - Boardroom
- 2) Curriculum Review Process - Materials, Textbooks

I. Standing Motions regarding Policy

- 1) Policies - The Board was requested final approval per the Policy Committee for the following policies:
 - [605](#) District Initiated Real Estate Tax Assessment Appeals
 - [707](#) Community Use of School Facilities
 - [815.2](#) Acceptable Posting

BOARD ACTION:

Mr. Roland made a motion to approve the policies as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

J. Hanover High School Hall of Fame

- 1) The Board was requested to approve The Hanover Public School District's joint sponsorship of the Hanover High School Sports Hall of Fame with the Hanover Alumni Association and the Hanover Athletic Booster Club. Cost to HPSD is not to exceed \$500 per two-year cycle. ([enclosure](#))

DISCUSSION:

Mr. Frederick and Mr. Flores worked together with the Booster Club to set this up. Dr. Scola thanked them for their efforts.

BOARD ACTION:

Mr. Frederick made a motion to approve the Hall of Fame as presented. Seconded by Mr. Reck and passed on a roll call vote of 7-0.

K. Budget and Finance

- 1) Monthly Reports - April - The Board was requested to approve the following April monthly reports (enclosures)

[Investment Report](#)

[Board Summary](#)

[Tax Collector](#)

[Student Activities MS](#)

[Student Activities HS](#)

BOARD ACTION:

Mr. Roland made a motion to approve the monthly reports as presented.
Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 2) Check Registers - The Board was requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,214,230.21, Capital Reserve totaling \$1,500,000.00 (CD Opening) and Cafeteria totaling \$40,043.99. Grand total \$2,754,274.20 (\$1,500,000.00 is CD Opening). ([general fund](#)) ([capital reserve](#)) ([cafeteria](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the check registers as presented.
Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- for 3) Tax Millage Rate - The Board was requested to approve a tax millage increase the 2014-2015 General Fund Budget of .49 mills (2.5%) from 19.83 to 20.32 mills. In addition the Board is requested to approve the per capita tax (Act 679) for \$5.00, the per capita tax (Act 511) for \$5.00 and the occupational tax at \$10.00. In addition, the earned income tax at 0.5% and real estate transfer tax at 0.5%.

BOARD ACTION:

Mr. Roland made a motion to approve the tax millage rate as presented.
Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 4) General Fund Budget 2014-2015 Final Adoption - The Board was requested to approve a 2014-2015 General Fund Budget with expenses totalling \$28,489,253 (2013-2014 budget was \$28,758,077). ([enclosure](#))

DISCUSSION:

Mr. Roland thanked the Administration, Mr. Wentz and Dr. Scola for their efforts. The final budget has decreased by \$125,000 from the preliminary budget. He hasn't found another School District that is decreasing their budget from prior year since our PSERS has increased \$350,000 this year. In addition we have

increased our academic content. Mrs. Lingg noted that we are doing more with less.

BOARD ACTION:

Mr. Roland made a motion to approve the general fund budget final adoption for 2014-2015 as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 5) Homestead/Farmstead Approval - The Board was requested to approve the receipt and disbursement of \$574,738 from the state as part of the Act 1 tax reduction. The result is a reduction on the assessment of approved homestead properties of approximately \$8,875, this equates to approximately \$180.37 in tax reduction for approved homesteads. ([enclosure](#))

BOARD ACTION:

Mr. Engle made a motion to approve the Homestead/Farmstead as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 6) Installment Payment of Taxes - The Board was requested to approve the installment payment dates of taxes as first installment due September 2, 2014, second installment due October 1, 2014, and third installment due November 3, 2014. To qualify for the installment payments the first installment payment must be paid by the due date. A 10% penalty will be added to installment payments paid after the installment due date. All properties will be eligible for installment payment of taxes.

BOARD ACTION:

Mr. Engle made a motion to approve the installment payment of taxes as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 7) Cafeteria Budget and Pricing Adoption 2014-2015 - The Board was requested to approve the cafeteria budget for the 2014-2015 school year ([enclosure](#)) and meal pricing for the 2014-2015 year:

Breakfast \$1.15 (previously \$1.00)
Elementary Lunch \$2.40 (previously \$2.30)
Secondary Lunch \$2.65 (previously \$2.55)
Adult Lunch \$3.45 (previously \$3.25)
Milk \$0.50 (no change)

BOARD ACTION:

Mrs. Daubert made a motion to approve the cafeteria budget and pricing adoption for 2014-2015 as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 8) Athletic Ticket Pricing 2014-2015 - The Board was requested to approve the Athletic Ticket Pricing for the 2014-2015 school year as enclosed. ([enclosure](#))

BOARD ACTION:

Mr. Frederick made a motion to approve the athletic ticket pricing for 2014-2015 as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 9) LIU Custodial, General, Paper and Art Bids approval 2014-2015 and re-bid sports balls - The Board was requested to approve the following LIU Joint Purchasing Bid Awards for 2014-2015:

Custodial: ([enclosure](#))

Hassinger & Company, Inc.	\$ 414.40
Hillyard Lancaster	\$ 74.40
Pyramid School Products	\$ 91.92
Quaker City Paper Co.	\$ 6,471.90
Singer Equipment Co.	\$ 538.00
The Sherwin Williams Co.	\$ 8,583.75
Xpedx	\$ 2,176.75

Total \$18,351.12

General: ([enclosure](#))

Cascade School Supplies	\$1,983.33
Elgin School Supply Co. Inc.	\$ 799.62
Kurtz Bros.	\$1,322.56
Pyramid School Products	\$6,505.05
Quill Corporation	\$2,961.65
School Specialty	\$1,766.15
Standard Stationery Supply Co.	\$1,143.23
The Art Store, Inc.	\$ 922.41
W.B. Mason	\$3,320.31

Total \$20,724.31

Paper: ([enclosure](#))

Contract Paper Group	\$11,452.80
Kurtz Bros.	\$ 1,189.73
W.B. Mason	\$ 1,755.08

Total \$14,397.61

Art: (enclosure)	
Blick Art Materials	\$ 222.37
Cascade School Supplies	\$ 269.13
Commercial Art Supply	\$ 254.88
Kurtz Bros.	\$ 368.69
National Art and School Supplies Inc.	\$ 383.01
Office Basics, Inc.	\$ 762.50
Pyramid School Products	\$ 1,670.71
School Specialty	\$ 717.59
The Art Store, Inc.	\$ 513.29
W.B. Mason	\$ 2,279.45
Total	\$7,441.62

Sports Balls: [\(enclosure\)](#)

Pyramid	\$ 2,110.90
Sportsmans	\$ 942.80
Total	\$ 3,053.70

BOARD ACTION:

Mr. Roland made a motion to approve the LIU custodial, general, paper and art bids for 2014-2015 and re-bid sports balls as presented. Seconded by Mrs. Shea and passed on a roll call vote of 7-0.

- 10) Transportation Request for Proposal - The Board was requested to approve Lincoln Bus Lines for the Athletic, Band and Field Trips transportation for the 2014-2015 school year per the rates enclosed. [\(enclosure\)](#)

DISCUSSION:

Mr. Wentz noted that the only change from last year was an increase of \$1 per hour for layover rates. We do use the District school vans as much as possible.

BOARD ACTION

Mr. Frederick made a motion to approve the transportation request for proposal as presented. Seconded by Mr. Engle and passed on a roll call vote of 7-0.

- 11) Transportation VIDA Charter School - The Board was requested to approve Lincoln Bus Lines for VIDA Charter School transportation for the 2014-2015 school year at a rate of \$218.00 per day.

BOARD ACTION:

Mr. Roland made a motion to approve the transportation for VIDA Charter School as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 12) Treasurer Appointment 2014-2015 - The Board was requested to appoint Dr. James O'Connor as Treasurer for the 2014-2015 fiscal year.

BOARD ACTION:

Mr. Engle made a motion to approve the treasurer appointment for 2014-2015 as presented. Seconded by Mrs. Shea and passed on a roll call vote of 7-0.

- 13) Non Resident Tuition Rate 2014-2015 - The Board was requested to approve the Non Resident Tuition Rates for the 2014-2015 school year of Elementary \$9,858.39 or \$54.76 per day (\$10,263.68 prior year) Secondary \$12,287.46 or \$68.26 per day (\$11,639.14 prior year) ([enclosure](#))

DISCUSSION:

Mrs. Lingg noted that these numbers are given to us by the state.

BOARD ACTION:

Mrs. Daubert made a motion to approve the non-resident tuition rate for 2014-2015 as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 14) Depositories for 2014-2015 - The Board was requested to approve as depository Peoples Bank, and PSDLAF, PLIGIT and ACNB as banking institutions for the 2014-2015 school year.

BOARD ACTION:

Mr. Roland made a motion to approve the depositories for 2014-2015 as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 15) Student Accident Insurance - The Board was requested to approve the Sports Insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance:

All Sports (grades 7-12): Plan AA, \$1,000,000 medical maximum
Total Premium \$8,909 (\$7,934 prior year) includes additional rider for students school to work programs:

Optional Student Accident Insurance (offered to parents to purchase)
Plan A

Primary Benefits \$1,000,000 medical maximum
Total Premium \$88.00 for 24 hour coverage (no increase)
School time coverage \$22.00 (no increase)
Dental (to be purchased with above plans) \$8.50 (no increase)

BOARD ACTION:

Mr. Engle made a motion to approve the student accident insurance as presented. Seconded by Mrs. Daubert and passed on a roll call vote of 7-0.

- 16) Tennis Court Renovation Bid - The Board was requested to approve The Breneman Company for the tennis court renovations in the amount of \$36,700.00 to be paid out of capital reserve. ([enclosure](#))

BOARD ACTION:

Mr. Roland made a motion to approve the tennis court renovation bid as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7-0.

- 17) Capital Reserve Budget - The Board was requested to approve the Capital Reserve Budget. ([enclosure](#))

BOARD ACTION:

Mr. Frederick made a motion to approve the capital reserve budget as presented. Seconded by Mrs. Shea and passed on a roll call vote of 7-0.

- 18) Cell Tower Lease Agreement Amendments - The Board was requested to approve lease agreement amendments for the cell tower at Sheppard and Myers. ([enclosure](#)) ([enclosure](#)) ([enclosure](#)) ([enclosure](#))

BOARD ACTION:

Mr. Frederick made a motion to approve the cell tower lease agreement amendments as presented. Seconded by Mr. Roland and passed on a roll call vote of 7-0.

L. Public Comment

Mr. Reck urged everyone to come to the Willy Wonka show. Mrs. Deb Smith and Mr. Bull and the students have done an awesome job.

Mrs. Lingg announced that there was an executive session prior to the meeting for personnel matters and will continue after the meeting.

Graduation will be held on Thursday, June 5. Board members should be ready to process at 6:30. Academic Honors night is Wednesday, June 4, beginning at 7 PM.

M. Adjournment

The planning meeting will be Monday, June 9, at 6 PM in the boardroom.
The next board meeting will be Monday, June 23, at 6 PM in the boardroom.

Mr. Engle made a motion to adjourn the meeting. Seconded by Mrs. Daubert. The meeting was adjourned at 6:30 PM.