

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

March 14, 2016 - 6:00 PM

MINUTES

I. Opening Business

A. Call to Order -- The meeting was called to order at 6:00 PM

B. Pledge of Allegiance

C. Roll Call -

Board Members present: Mrs. Daubert, Mr. Engle, Mr. Frederick, Mr. Henry, Mr. Keller, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea  
Member Absent: Mr. Roland

Also Present - Tessa Hilyard, Troy Wentz, BJ Frock, Mark Hershner, Mike Vaux, Eric Hartman, Pam Smith, Lois Gunnet, Shane Jacoby, Darlene Klenk, Jay Czap, Tim Kress, Tom Krout, Teresa Erdman, Rina Houck, Marc Abels, Mary Deery, Marie Smith, Kevin B., Dr. Scola, Dr. Seiple, Dave Fry

II. Recognition of Visitors:

Public Comment: None

III. Matters for Which Board Action is Required

A. Personnel

1) Resignations - The Board was requested to approve the following resignations:

Classified Employee:

Becca Fink, part-time cafeteria employee, effective March 23, 2016.

Supplemental Employee:

Mark Williams, head varsity baseball coach, effective immediately.

Substitute Employee:

Jessica Brunner, substitute teacher, effective immediately.

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

Classified Employees:

Adam Contino, application support specialist, effective March 21, 2016. Rate of compensation will be \$16.72 per hour ([enclosure](#)).

Nancy Zepp, lunchroom/playground supervisor, effective March 15, 2016. Rate of compensation will be \$10.89 per hour ([enclosure](#)).

Substitute Employees:

Hannah Lauchman, extended learning support substitute, effective April 25, 2016 through the end of the 2015-2016 school year. Rate of compensation will be \$125.00 per day. Ms. Lauchman will be substituting for Mrs. Sara Myers.

Sandra Davis and Jennifer Re, day-to-day substitute teaching and personal assistants, effective for the 2015-2016 school year. Rate of compensation will be \$10.89 per hour (completed).

Ellena Griffiths and Angel Dunchalk, day-to-day substitute teachers, effective for the 2015-2016 school year. Rate of compensation will be \$95.00 per day (completed).

Supplemental Employees:

Jeff Shaeffer, assistant varsity softball coach, effective for the 2015-2016 season. Rate of compensation will be \$1,746.00 ([enclosure](#)).

Deb Caler, head middle school coed soccer coach, effective for the 2015-2016 season. Rate of compensation will be \$2231.00 ([enclosure](#)).

Gabrielle Enoff, assistant middle school coed soccer coach, effective for the 2015-2016 season. Rate of compensation will be \$1746.00 ([enclosure](#)).

Jordan Smith, head varsity baseball coach, effective for the 2015-2016 season. Rate of compensation will be \$2714.00 ([enclosure](#)).

Fritz Allison, head junior varsity baseball coach, effective for the 2015-2016 season. Rate of compensation will be \$1851.00 ([enclosure](#)).

Brian Small, assistant varsity track coach, effective for the 2015-2016 season. Rate of compensation will be \$1746.00 ([enclosure](#)).

Luis Pabon, head varsity boys soccer coach, effective for the 2016-2017 season. Rate of compensation will be as approved for the 2016-2017 school year ([enclosure](#)).

- 3) Conferences/Workshop - The Board was requested to approve the following conference/workshop:
- Dr. Susan Seiple            PAFPC Annual Conference  
   Champion, PA  
   May 1-4, 2016  
   ([enclosure](#))
- 4) Bus and Van Drivers - The Board was requested to approve the bus and van drivers employed by Boyo Transportation ([enclosure](#)).
- 5) Leave of Absence - The Board was requested to approve the following request for leave of absence:
- Terry Young, request for FMLA leave of absence, effective March 17, 2016, to approximately April 28, 2016. Mr. Young will be using paid leave prior to beginning leave without pay.

**BOARD ACTION:**

Mr. Reck made a motion to approve personnel items A 1-5. Second by Mr. Frederick and passed on a roll call vote of 8-0.

**B. Policy**

- 1) The Board was requested final approval for the following policies/regulations:
- [406](#) Employment of Summer School Staff
  - [407](#) Employment of Student Teachers/Interns
  - [317](#) Disciplinary Procedures
  - [417](#) Disciplinary Procedures
  - [517](#) Disciplinary Procedures
    - [517-R1](#) Disciplinary Policy for Classified Employees
    - [517-R2](#) Progressive Discipline - Attendance
  - [249](#) Bullying/Cyberbullying
  - [004](#) Membership
  - [011](#) Principles for Governance and Leadership
- 2) The Board was requested tentative approval for the following policies/regulations:
- [115](#) Vocational Technical Education
    - [115-R](#) Vocational-Technical Education
  - [203](#) Immunizations and Communicable Diseases
    - [203-R1](#) Admissions-Immunization Requirements
  - [209](#) Health Services/Examinations/Screenings
    - [209-R1](#) Student Health
  - [209.1](#) Food Allergy Management
  - [210](#) Use of Medications
  - [210.1](#) Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors

- [301](#) Creating a Position
  - [309](#) Assignment and Transfer
  - [310](#) Abolishing a Position
- 3) The Board was requested deletion of the following regulations:
- [115-R1](#) “On the Job Training” Departure Time
  - [301-R1](#) Job Analysis
  - [114-R1](#) Gifted Education Course Description
  - [114-R2](#) Gifted Education - Annual Evaluation
  - [118-R](#) Basic Skills Work-Study Program
- BOARD ACTION:  
Mr. Frederick made a motion to approve policy B 1-3 Second by Mrs. Shea and passed on a roll call vote of 8-0.

C. Budget and Finance

- 1) Capital Reserve Budget 2016-2017 - The Board was requested to approve the Capital Reserve Budget for 2016-2017. ([enclosure](#))
- BOARD ACTION:  
Mrs. Shea made a motion to approve the capital reserve budget for 2016-2017. Second by Mr. Engle and passed on a roll call vote of 8-0.
- 2) Approval for Bids - The Board was requested to approve for the administration to advertise for bids for sealcoating of Nighthawk Drive/Middle School parking areas and heat pump replacement for the Middle School from the capital reserve.
- BOARD ACTION:  
Mrs. Daubert made a motion to approve the bids as presented. Second by Mr. Engle and passed on a roll call vote of 8-0.
- 3) INFORMATIONAL ONLY - State Budget Update - Mr. Wentz indicated that the state budget is 257 days overdue and the school district is 70% of the way into the fiscal year. The LIU has previously taken a 2 million dollar loan out in August. In April the board will be presented with a motion to approve beginning paperwork for a loan for the District. The District would be required to pay back the loan by June 30 and currently attorneys across the state are trying to determine what would happen if no state budget by June 30 and school districts would be unable to pay back the loans. The 2016-2017 state budget will most likely not be ready until December. Dr. Scola spoke on the Basic Education Funding Formula and the need to adopt the new formula since the old formula is based in 1991 and in 2015 bipartisan support was present for this approval.

- IV. Superintendent's Report - Dr. John Scola
- End of Marking Period - March 21
  - Winter Newsletter - mailed this past week and highlighted technology with many favorable reports on the newsletter presentation
  - Spring Musical - Jekyll and Hyde April 8-10 with many extraordinary talented musicals by our students and staff
- V. Assistant to the Superintendent's Report - Dr. Susan Seiple
- March 16 Professional Development Day - Act 80 day for Kindergarten registration, Collins writing and last year of senior Graduation projects, along with technology and elementary report card review
  - Chapter 339 Plan - Counseling Plan and plan submitted
  - PSSA Schedule - April 12-15, April 19-21 and April 26-27, English, Math and Science (Science 4th and 8th grade)
- VI. Planning/Discussion (items for March 30, 2016)
- A. Budget and Finance
- 1) Check Registers
  - 2) Monthly Reports
- VII. Public Comment - Executive Session held in Budget and Finance for Negotiations.
- VIII. Adjournment - Mr. Engle made a motion to adjourn the meeting. The meeting was adjourned at 6:07 PM.

The next Board meeting will be Wednesday, March 30, at 6:00 PM in the Boardroom.