

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

Monday, February 13, 2017  
6:00 P.M.

MINUTES

I. Opening Business

A. Call to Order - The meeting was called to order at 6:04 PM.

B. Pledge of Allegiance

C. Roll Call

Board Members Present: Mr. Engle, Mr. Frederick, Mrs. Gulden, Mr. Henry, Mrs. Lingg, Mr. Reck, Mr. Roland, Mrs. Shea

Board Members Absent: Mrs. Daubert

Student Board Members Present: Helen Rosenbrien and Maria Balafoutas

Also Present: Dr. Scola, Dr. Seiple, Lois Gunnet, Kurt Brenner, Troy Wentz, Darlene Klenk, Dr. Smith, BJ Frock, Mike Vaux, Mark Hershner, Marc Abels, David Fry, Tessa Hilyard

II. Recognition of Visitors - None

Public Comments: None

III. Superintendent's Report

- VIP<sup>2</sup> - Dr. Scola introduced Tessa Hilyard who gave a presentation on an exciting new program at the Middle School. Through a slide presentation the program was detailed to the Board. Seventh grade students will take an interest survey with 180 questions. The students will then meet individually with guidance counselor or administrator to discuss long-term and short-term goals. Parents will be included in the process as well. With the short term goals, the students will research their interests. As eighth graders and transition to high school, students will look at long-term career goals and course progression at the high school. Individual needs can be explored with the smaller class sizes and careful attention can be given to the individual.

IV. Assistant to the Superintendent's Report

- Comprehensive Plan - On January 25, thirty stakeholders met, including community involvement. They were informed of the process that will occur over the next two years. The Plan will be further developed in subgroup committees. Teacher Induction will be discussed in the weeks ahead. Reminder that Pennsylvania delayed this plan deadline for one year.

V. Student Board Members - Helen Rosenbrien and Maria Balafoutas - Student Council events were highlighted in this report. Annual blood drive will occur at the high school on February 21. The High School Mini Thon will be held March 3 through March 4. Events District-Wide have been developed including mini thon and assemblies, along with inviting seventh and eighth graders to the first part of the mini thon at the high school. Fifth and sixth graders can participate in a tiny thon. Middle School penny wars recently collected over \$2,000 for the thon. Student Council will be sponsoring a Zumba A Thon on February 15 from 6 PM to 8 PM to raise monies for the thon. Hashtag Why I Dance has been implemented. There are balloon sponsorships available. Saturday, February 18th, a conference breakfast is being held at Penn State and participants will get to visit the Thon Event at Penn State. The District has a Four Diamonds Family the Homan's. Student Council is proud that K - 12 can participate this year. Mrs. Lingg commented that we are proud of the planning process that the students are involved with.

VI. Matters for Which Board Action is Required

A) Personnel

- 1) Retirements - The Board was requested to approve the following retirements:

Classified Employees:

Donald Coffman, part-time custodian, effective May 26, 2017. Mr. Coffman will be retiring with 6 years of service with the District.

Donald Mummert, part-time custodian, effective April 28, 2017. Mr. Mummert will be retiring with 3 years of service with the District.

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

Professional Employee:

Johnny Raynor, elementary school nurse, effective February 14, 2017.

Classified Employee:

Yvette Hess, teaching assistant, effective February 10, 2017. Mrs. Hess is requesting to remain on the day-to-day substituting listing as teaching and personal assistant and lunchroom/playground supervisor.

Substitute Employee:

Bryan Quibell, day-to-day substitute teacher, removal from substitute listing effective February 6, 2017.

Supplemental Employee:

Jordan Smith, head varsity baseball coach, effective February 7, 2017.

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

Classified Employees:

Cody Glatfelter, maintenance craftsman I, effective February 14, 2017. Rate of compensation will be \$15.88 per hour ([enclosure](#)).

Dwight Griffin, part-time 5.75 hour cafeteria warehouse/inventory worker, effective February 14, 2017. Rate of compensation will be \$11.72 ([enclosure](#)).

Jason Resh, part-time 5.5 hour kindergarten teaching assistant, effective February 14, 2017. Rate of compensation will be \$11.11 per hour ([enclosure](#)).

Wanda Wren, part-time 5.5 hour kindergarten teaching assistant, effective February 14, 2017. Rate of compensation will be \$10.89 ([enclosure](#)).

Substitute Employees:

Kelly Abell, day-to-day substitute personal and teaching assistant, effective for the 2016-2017 school year.

Barbara Colehouse, day-to-day substitute school nurse, effective February 6, 2017 (completed).

Erin Haafke, Howida Moustafa, Ana Paul and Marie Rusky day-to-day teacher substitutes. Rate of compensation will be \$100.00 per day (completed).

Ana Paul, extended substitute Family and Consumer Science, effective approximately March 27, 2017, through the end of the 2016-2017 school year. Rate of compensation will be as listed on Board Regulation 405-R1 (current).

Supplemental Employees:

Fritz Allison, transfer from assistant varsity baseball coach to head varsity baseball coach, effective for the 2016-2017 season. Rate of compensation will be \$2,931.00 (current).

Jack Sheehan, assistant varsity baseball coach, effective for the 2016-2017 season. Rate of compensation will be \$1,851.00 ([enclosure](#)).

- 4) Conferences/workshops - The Board was requested to approve the following conferences/workshops:

Kurt Brenner	Districts, Regionals, States Wrestling
Thomas Slaugh	Hershey - February 24-25, 2017
Travis Golden	Wyomissing - March 3, 2017
	Hershey - March 8-10, 2017
	<a href="#">(enclosure)</a>

- 5) Leaves of Absence - The Board was requested to approve the following requests for leave of absence:

Allen Bream, maintenance craftsman, FMLA leave effective January 25, 2017, to approximately March 31, 2017, but not to exceed 12 weeks FMLA.

Jacqueline Homan, FMLA intermittent leave effective January 31, 2017, not to exceed allowable 12 weeks FMLA.

**BOARD ACTION:**

Mr. Roland made a motion to approve 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:

- [007](#) Policy Manual Access
- [202](#) Eligibility of Nonresident Students
- [251](#) Homeless Students
- [255](#) Educational Stability for Children in Foster Care
- [336](#) Personal Necessity Leave
- [436](#) Personal Necessity Leave
- [536](#) Personal Necessity Leave
- [810.1](#) Transportation - Video/Audio Recording
- [827](#) Conflict of Interest
- [901](#) Public Relations Objectives

- 2) The Board was requested tentative approval for the following policies:

- [140](#) Charter Schools
- [214](#) Class Rank
- [219.2](#) Discipline Hearing Waiver
  - [219.2-R1](#) Admission and Waiver Form
  - [219.2-R2](#) Admission and Waiver Form - Elementary
  - [219.2-R3](#) Admission and Waiver Letter

- [219.2-R4](#) Admission and Waiver Letter - Elementary
  - [219.2-R5](#) Agreement, Waiver and Stipulation
  - [219.2-R6](#) Re-admission Letter
  - [225](#) Students and the Police
  - [227](#) Controlled Substances/Paraphernalia
  - [229](#) Student Fundraising Activities
  - [230](#) Public Performances by Students
  - [233](#) Terroristic Threats
  - [240](#) Awards
    - [240-R1](#) Outside Groups Awards at School Events
    - [240-R2](#) Criteria for Establishing Scholarships and Awards
  - [311](#) Suspensions and Furloughs
  - [312](#) Evaluation of Superintendent
  - [313](#) Evaluation of Administrative Employees
  - [411](#) Suspensions and Furloughs
  - [511](#) Furloughs or Layoffs
  - [512](#) Evaluation of Classified Employees
    - [512-R1](#) Evaluations - Classified Employees
  - [707](#) Community Use of School Facilities
- 3) The Board was requested approval for the following regulations
- [222-R1](#) Smoking and the Use of Tobacco
  - [231-R1](#) Senior High Class Trips
  - [800-R1](#) Records Retention Schedule
  - [800-R2](#) Litigation Hold
- 4) The Board was requested deletion of the following regulations:
- [219.2-R7](#) Re-admission Letter (2)
  - [901-R1](#) School Public Relations (propose to delete)

**BOARD ACTION:**

Mr. Frederick made a motion to approve B 1-4. Second by Mrs. Shea and approved on roll call vote of 8-0.

**C) Budget and Finance**

- 1) Independent Audit Report Year End June 30, 2016 - The Board was requested to approve the Independent Audit Report as prepared and presented to the Budget and Finance Committee by Smith Elliott Kearns & Company. ([enclosure](#))

**BOARD ACTION:**

Mr. Engle made a motion to approve. Second by Mrs. Shea and approved on a roll call vote of 8-0.

- D) Planning and Discussion
  - 1) Check Registers
  - 2) Monthly Reports - January
  - 3) Capital Reserve Budget and Approval to Begin Bid Process
  - 4) LIU #12 General Operating Budget 2017-2018
  - 5) York Adams Academy Budget 2017-2018 ([enclosure](#))

VII. Public Comment: None

Mrs. Lingg announced there was an executive session to discuss legal and personnel issues.

VIII. Adjournment - Mr. Roland made a motion to adjourn the meeting. The meeting was adjourned at 6:18 PM.

Next Board Meeting - Monday, February 27, at 6:00 PM.