

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

June 17, 2024
6:00 P.M.

MINUTES

June 3, 2024 Posted Notice - Board Meeting Canceled Due to Timing of Previous Meeting being held a few days prior (May 28, 2024)

A. Opening Business

- Call to Order - The meeting was called to order at 6:00 PM.
- Pledge of Allegiance
- Roll Call
 - Board Members Present: Mr. Frederick, Mrs. Kacar, Mrs. Keeney, Mrs. Shea, Mrs. Smith, Mrs. Walter
 - Board Members Absent: Mrs. Gulden, Mr. Huston, Mr. Lippy
 - Also Present: Dr. Scola, Dr. Seiple, David Fry, Tim Kress, Troy Wentz, Dr. Hilyard, Andrew Walker, Matthew Martino, Jody Kessinger, Kathy Forbes

B. Recognition of Visitors: None

C. Public Comments: None

D. Approval of minutes from Past Meetings - The Board was requested to approve the minutes for May 13, 2024, and May 28, 2024.

- 05-13-2024 ([enclosure](#))
- 05-28-2024 ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the minutes as presented. Second by Mrs. Keeney and approved on a roll call vote of 6-0.

E. Committee Reports

York County School of Technology – Keeney, Representative; Gulden, Alternate

Recreation – Shea, Representative; Frederick, Alternative

Meet & Discuss Professional, Classified & Administrative – Frederick, Chair; Gulden, Huston

Lincoln Benefit Insurance Trust – Wentz, Representative

Legislative Liaison with Pennsylvania School Board Association – Shea, Representative

Policy Committee – Shea, Chair; Gulden, Smith, Walter - No meeting, however, a policy for review on the agenda on artificial Intelligence to have approval prior to school starting.

Educational Programs Committee – Gulden, Chair; Huston, Kacar, Walter

Building & Grounds Committee – Gulden, Chair; Smith, Lippy, Kacar ([enclosure](#))

Parents' Advisory Committee – Keeney; Frederick, Alternate

Lincoln Intermediate Unit – Kacar, Representative - Chester County IU is conducting the search for a new Executive Director. Applications are due July 22 and Zoom meetings are being held with Special Education Directors and Superintendents. August meeting interviews and September selection of a new director for a vote. Retirement dinners and year-end awards are being conducted.

F. Dr. John Scola - Met with Mr. Kress today. Middle School lockers for seventh and eighth-grade pods are out. End of July installation for fifth and sixth-grade pods. Painting has begun for the sixth grade and removal of the green and maroon tiles to better color coordinate with the assistance of Sherwin Williams. The High School stage has been sanded and boards replaced along with coats of paint and the front of the stage before the curtain will be wood finish. The High School E-Sports viewing window is installed. The turf field middle set of bleachers has been removed and is being replaced with Mr. Kress' workers installing them to save dollars. Clearview heat pump installation has begun. An issue with the High School Cafeteria serving lines due to back ordered items and the supply chain. Appreciate the hard work of the maintenance staff to save the District money.

- Administrator Retreat - Successful informative and robust review of safety procedures along with Chief Martin from the Borough Police Department and presentations by Mark Hershner. Dr. Stanford, from IU 3, Allegheny, was a presenter for AI (Artificial Intelligence) and its unlimited uses. This will be rolled out to the teachers in August, October, and January, and then an accountability piece once everyone has been trained. The third time Covey trained for Seven Habits of Highly Effective People, with leadership skills and making people feel valued. This was well received and a second training will be scheduled during the school year. It was a great administrative retreat, the best one since here.

G. Dr. Susan Seiple

- Comprehensive Planning - This is underway and thank you to Mrs. Kacar who has been attending the meetings. Schoolwide plans for all buildings have been established and is being compiled for the District Comprehensive Plan. In the Fall the meetings will meet again with submission in March 2025.

H. Personnel

1) Termination - The Board was requested to approve the following termination:

Classified Employee:

Courtney Dubs, Teaching Assistant at Clearview Elementary, effective May 30, 2024.

BOARD ACTION:

Mrs. Shea made a motion to approve the termination. Second by Mrs. Kacar and approved on a roll call vote of 6-0.

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

Professional Employees:

Kirstie Smith, Grade 7 English Language Arts Teacher at Hanover Middle School, effective at the start of the 2024-2025 school year pending successful completion of all required employment paperwork. Rate of compensation will be \$84,011. ([enclosure](#))

Taylor Bemisderfer, Art Teacher at Hanover High School, effective at the start of the 2024-2025 school year pending successful completion of all required employment paperwork. Rate of compensation will be \$58,500. ([enclosure](#))

Classified Employees:

Amanda Leppo, Health Room Assistant/LPN at Washington Elementary, effective at the start of the 2024-2025 school year pending successful completion of all required employment paperwork. Rate of compensation will be \$24.00 per hour. ([enclosure](#))

Terry Miller, Custodian, full-time, 8 hours per day, on 3rd shift at Hanover Middle School, effective June 11, 2024, pending successful completion of all required employment paperwork. Rate of compensation will be \$14.50 per hour. ([enclosure](#))

Substitute Employee:

Karen Spangler, Classified Substitute for Summer 2024. Rate will be in accordance with the current Substitute Rate Schedule.

Coaches:

Coaches for the 2024-2025 Fall Season. Rate of compensation as listed. ([enclosure](#))

Co-Curriculars:

Co-Curriculars for the 2024-2025 school year. Rate of compensation as listed. ([enclosure](#))

Gamewerkers:

Gamewerkers for the 2024-2025 school year. Rate of compensation will be as listed on the SA-107a Athletic/Event for Payment Form. ([enclosure](#))

Team Leaders:

Team Leaders for the 2024-2025 school year per the attached listing at a rate of \$1,000.00 for each position. ([enclosure](#))

BOARD ACTION:

Mrs. Keeney made a motion to approve the employment items as presented. Second by Mrs. Shea and approved on a roll call vote of 6-0.

- 3) Leave of Absence - The Board was requested to approve the following request for leave of absence:

Professional Employee:

Courtney Guimaraes, ESL Teacher at Hanover High School, leave of absence (FMLA), effective August 19, 2024, for approximately 6-8 weeks, but not to exceed 12 weeks.

BOARD ACTION:

Mrs. Shea made a motion to approve the leave of absence as presented. Second by Mrs. Smith and approved on a roll call vote of 6-0.

- 4) Coaching/Co-Curricular Increase for 2024-2025 School Year - The Board was requested to approve the salary increase for coaching and co-curricular positions for the 2024-2025 school year with no increase to the ranges and increases per the attachments. ([enclosure 1](#)) ([enclosure 2](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the coaching/co-curricular increase as presented. Second by Mrs. Kacar and approved on a roll call vote of 6-0.

- 5) Tenure - The Board was requested to approve tenure for the following teachers effective with the end of the 2023-2024 school year:

Paige Shelleman
Erin Taylor
Lindsay Edwards
Rebecca Glusco
Emma Rikas
Cody Waltmyer

BOARD ACTION:

Mrs. Shea made a motion to approve the tenures as presented. Second by Mrs. Keeney and approved on a roll call vote of 6-0.

- 6) Supplemental/Substitute Rate Schedule - The Board was requested to approve the 2024-2025 rate schedule as listed. ([enclosure](#))

BOARD ACTION:

Mrs. Kacar made a motion to approve the supplemental/substitute rate schedule as presented. Second by Mrs. Shea and approved on a roll call vote of 6-0.

- 7) Conference/Workshop - The Board was requested to approve the following conference/workshop:

Lisa Jackson CASE 2024
Savannah, Georgia
November 5-9, 2024
([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the conference as presented. Second by Mrs. Smith and approved on a roll call vote of 6-0.

- J. Policy - The Board was requested tentative approval for the following policy:
- [815.3](#) Artificial Intelligence

BOARD ACTION:

Mrs. Shea made a motion to tentatively approve the policy as presented. Second by Mrs. Keeney and approved on a roll call vote of 6-0.

- K. Non-Public Title I Services – The Board was requested to approve the utilization of the Lincoln Intermediate Unit 12 to provide Title I participating nonpublic schools having low-income students participating from the Hanover Public School District services as indicated in the 24-25 Title I statement of work ([enclosure](#)).

BOARD ACTION:

Mrs. Keeney made a motion to approve the Non-Public Title I Services as presented. Second by Mrs. Shea and approved on a roll call vote of 6-0.

- L. Budget and Finance

- 1) Student Accident Insurance - The Board was requested to approve the Interscholastic Sports, School Trips, and Special Activities, including school-to-work programs, Adult Volunteers Insurance, and optional student accident program by United States Fire Insurance Company, serviced by AssuredPartners (Weber Insurance): Total Premium \$8,178.00 (previous year \$8,178.00). Optional Student Accident Insurance (offered to parents to purchase) Total Premium \$90.00 (previous \$90.00) for 24-hour coverage, School time coverage \$22.50 (previous \$22.50)

BOARD ACTION:

Mrs. Shea made a motion to approve the Student Accident Insurance as presented. Second by Mrs. Kacar and approved on a roll call vote of 6-0.

- 2) General and Workers' Compensation Insurance - The Board was requested to approve 2024-2025 District insurance, including Property, General Liability including Student Leaders, Inland Marine, Crime, Business Auto, and Umbrella (Utica), along with Workers' Compensation (Eastern Alliance) serviced by

AssuredPartners (Weber Insurance) for premium costs for Utica \$102,363.00 (prior year \$90,430.00 adjusted) and Eastern Alliance \$55,059.00 (prior year \$65,492.00) respectively. ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the General and Workers' Compensation Insurance as presented. Second by Mrs. Keeney and approved on a roll call vote of 6-0.

- 3) Check Registers - The Board was requested to approve the following check registers from the General Fund including athletic, middle school and high school activity accounts totaling \$605,894.47, Cafeteria totaling \$12,176.21, and Capital Reserve totaling \$1,211.70, Grand total \$619,282.38. ([General Fund](#)) ([Cafeteria](#)) ([Capital Reserve](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the check registers as presented. Second by Mrs. Keeney and approved on a roll call vote of 6-0.

- 4) LIU #12 Joint Purchasing Bid Approval 2024-2025 - The Board was requested to approve the following Joint Purchasing Bids for the 2024-2025 school year:

Art ([enclosure](#))

National Art & School Supplies	\$3,994.36
Blick Art Materials LLC	1,508.78
The Art Store	3,892.41
Pyramid School Products	3,558.83
Kurtz Bros	3,092.20
Quill	391.92
Office Basics	97.92
Total	\$16,536.42

General ([enclosure](#))

The Art Store	\$4,650.06
Office Basics	2,402.49
National Art & School Supplies	4,829.18
Kurtz Bros	2,914.75
Pyramid School Products	4,442.81
Quill	2,282.93
Total	\$21,522.22

Paper ([enclosure](#))

Office Basics	\$ 970.60
Kurtz Bros	2,524.90
Quill	360.00
Liberty Paper	17,763.20
Total	\$21,618.70

Custodial ([enclosure](#))

Hillyard Inc.	\$138.10
Americhem International	472.32
Quill	529.80
Central Poly-Bag Corp	161.00

Interboro Packaging Corp 45.82
Total \$1,347.04

Industrial Arts ([enclosure](#))
Pitsco Education LLC \$181.90
The Art Store 53.83
Total \$235.73

Phys Ed/Sports Bid ([enclosure](#))
BSN Sports \$323.08
George L. Heider Inc. 7.40
Total \$330.48

Trash Liners (catalog bid - order as needed)

BOARD ACTION:

Mrs. Kacar made a motion to approve the LIU Joint Purchasing as presented. Second by Mrs. Shea and approved on a roll call vote of 6-0.

- 5) Transportation Approval - The Board was requested to approve Rhonda Stahl to transport a student to Soaring Heights for the Extended School Year program at an approximate daily cost of \$73.16 based on the IRS standard mileage reimbursement rate, plus \$25.00 per day.

BOARD ACTION:

Mrs. Keeney made a motion to approve the transportation as presented. Second by Mrs. Shea and approved on a roll call vote of 6-0.

- 6) Bid Award - The Board was requested to approve the services of True North Wellness for SAP services in the amount of \$24,000.00 and Mental Health Services in the amount of \$47,880.00, as detailed in enclosure, for the 24-25 school year. These services are grant-funded. ([enclosure](#))

BOARD ACTION:

Mrs. Shea made a motion to approve the bid award as presented. Second by Mrs. Kacar and approved on a roll call vote of 6-0.

M. Public Comment: None

N. Adjournment: Mr. Frederick adjourned the meeting at 6:17 PM.
Board Meetings - August 12 & 26, 2024

Troy S Wentz