

**Hanover Area School District  
Board of Education  
Hanover Area Junior-Senior High School  
1600 Sans Souci Parkway  
Hanover Township, Pa 18706**

**Board of Education Work Session and Regular Meeting  
Tuesday, January 8, 2019**

***Board of Education***

**Frank Ciavarella, President**

<b>Paul Holmgren, Vice-President</b>	<b>Kevin Quaglia, Secretary</b>
<b>Joyce Potsko, Treasurer</b>	<b>Dr. Vic Kopko</b>
<b>John J. Mahle, Jr</b>	<b>Stacy McGovern</b>
<b>Joseph Steininger</b>	<b>Rick Stevens</b>

**Attorney Jack Dean, School Solicitor  
Attorney William Finnegan, School Solicitor**

**District Administration**

**William Jones, Superintendent  
Robert Kachurak, Business Administrator**

**Board Representatives**

<b>Frank Ciavarella</b>	<b>• Luzerne Intermediate Unit 18 School Board</b>
<b>Joyce Potsko</b>	<b>• PSBA Legislative Representative</b>
<b>John J. Mahle, Jr.</b>	<b>• Wilkes-Barre Area Career &amp; Technical Center</b>
<b>Paul Holmgren</b>	<b>• Alternate WBACTC</b>

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**GENERAL RECOMMENDATIONS:**

It was moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

To approve the following motion(s)/action(s):

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

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1. Approve the Procedure for Food and Nutrition Services (FNS) Civil Rights Complaints from the Pennsylvania Department of Education Division of Food and Nutrition. (Exhibit G-1)
2. Approve a Motion authorizing the Luzerne County Tax Claim Bureau, by and through its agent, Northeast Revenue Services, LLC, to sell the real property located at 29 North Main Street, Ashley, under PIN Number 01-I9SE4-009-012-000 to Ashley Borough for the amount of \$1.00 plus the Northeast Revenue Fee of \$100.00 through its Repository Sale.

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***FINANCIAL RECOMMENDATIONS:***

*It was moved by:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

*To approve the following motion(s)/action(s): AYES: \_\_\_\_\_ NOES: \_\_\_\_\_*

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1. Ratify the following PNC check register(s): (Exhibit F-1)  
December 1, 2018 to December 26, 2018
  
2. Approve the PNC check register of: (Exhibit F-2)  
December 27, 2018
  
3. Approve the following Treasurer reports: (Exhibit F-3)  
2018 for the General Fund, Payroll, and Capital Projects
  
4. Elliott Greenleaf & Dean \$1,166.81  
November  
Invoice # 148587
  
5. Approve the following tax refunds:  
George Moughan & Deborah Proctor \$396.81  
Hanover Twp., PA  
2018 Refund
  
- Stephen Turinski Jr. \$178.11  
Hanover Twp., PA  
2018 Refund

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***FINANCIAL RECOMMENDATIONS:***

*It was moved by:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

*To approve the following motion(s)/action(s): AYES: \_\_\_\_\_ NOES: \_\_\_\_\_*

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Domoco Gas & Oil Mountaintop, PA 2018 Refund	\$427.47
David Korba Hanover Twp., PA 2018 Refund	\$264.20
David Korba Hanover Twp., PA 2018 Refund	\$276.08
Heritage Hill Estates Kingston, PA 2018 Refund	\$630.22

6. Appoint M.K. Gavlick Inc., for electrical repairs in the High School Cafeteria in the amount of \$3,150.00. (Exhibit F-7)
7. Approve payment of \$60,700.00 to A TO Z Coatings, Inc. for the installation of the partial roof system to Lyndwood School. Total cost was \$60,700.00 of which the school district insurance covered \$59,700.00 of this invoice. (Exhibit F-8)
8. Motion for the 2019-2020 Budget, not to exceed index and exceptions, as performed by the Commonwealth.

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***PERSONNEL RECOMMENDATIONS:***

*It was moved by:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

*To approve the following motion(s)/action(s): AYES: \_\_\_\_\_ NOES: \_\_\_\_\_*

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1. Approve a medical sabbatical for employee #30123 beginning on January 7, 2019 to May 23, 2019. (Exhibit P-1)
  
2. Appoint \_\_\_\_\_ as a Long Term Substitute at a salary of \_\_\_\_, Step \_\_\_\_, \$\_\_\_\_\_, (1/2 of \$45,898), with benefits, beginning January 7, 2019 to May 23, 2019.
  
3. Approve the request of Elizabeth Davis, Elementary Teacher, to take a Maternity Leave of Absence beginning on January 16, 2019 to approximately April 1, 2019. (Exhibit P-3)
  
4. Approve the request of Amanda Lloyd, Special Education Teacher, to take a Maternity Leave of Absence beginning February 5, 2019 to approximately May, 28, 2019. (Exhibit P-4)
  
5. Approve the request of Catherine Rinaldi, Title I Teacher, to take January 23, 24, 25 and January 28, 2019 off as Unpaid Days. (Exhibit P-5)
  
6. Accept, with regret, the retirement of Robert Woolfolk, Maintenance at the Junior-Senior High School, effective March 8, 2019. (Exhibit P-6)

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***PERSONNEL RECOMMENDATIONS:***

*It was moved by:* \_\_\_\_\_

*Seconded by:* \_\_\_\_\_

*To approve the following motion(s)/action(s): AYES: \_\_\_\_\_ NOES: \_\_\_\_\_*

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7. Accept, with regret, the retirement of Robert W. Hess, Custodian at Hanover Green Elementary, effective June 30, 2019. (Exhibit P-7)

8. Approve the following as Mentor Teachers for the 2018-2019 School year:

Kim Sweeney	Jill Stapert
Jody Puza	Alexandra Ferrett

9. Appoint/re-appoint the following Extra-Curricular Personnel, for the 2018-2019 school year:

Raymond Salwoski	7 <sup>th</sup> & 8 <sup>th</sup> Grade Girl's Basketball	\$1,700.00
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10. Appoint \_\_\_\_\_ as Head Football Coach for the 2019-2020 school year at a salary of \_\_\_\_\_.