

Agenda – Committee of the Whole
Penn Manor School District
Monday, June 20, 2011
Manor Middle School – Board Room

EXECUTIVE SESSION

6:15 Personnel

COMMITTEE OF THE WHOLE

7:00

CALL TO ORDER: Dr. Frerichs

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, July 11, 2011 at 7:00 p.m. in the Board Room of the Manor Middle School.

ROLL CALL:

APPROVAL OF MINUTES: June 6, 2011
<http://www.pennmanor.net/boardminutes/>

CITIZEN'S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

Item 1. Commercial Triangle Presentation – Blackford Development

(7:15 – 7:45)

Information Only

Item 2. Hambright Plancon A – Mr. Larry Levato

(7:45 – 8:15)

(see enclosure)

Approval for Placement on the June 20 School Board Meeting Agenda

Item 3
(8:15 – 8:25)

Hambright Project Reimbursement Resolution – Mr. Johnston
(see pages 3 – 4)

Approval for Placement on the June 20 School Board Meeting Agenda

Item 4.
(8:25 – 8:40)

Act 1 Slots Distribution – Mr. Johnston
(see pages 5 – 7)

Approval for Placement on the June 20 School Board Meeting Agenda

Item 5.
(8:40 – 9:10)

Final Budget Presentation – Mr. Johnston
(see pages 8 – 11)

Approval for Placement on the June 20 School Board Meeting Agenda

Item 6.
(9:10 – 9:25)

Designated/Committed Fund Balance – Mr. Johnston
(see page 12)

Approval for Placement on the June 20 School Board Meeting Agenda

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

Any individual or group wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen’s Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the President and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

RESOLUTION

PENN MANOR SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

WHEREAS, the Penn Manor School District has determined to undertake certain capital projects including the construction of the new Hambright Elementary School and various other miscellaneous projects (collectively, the "Project"); and

WHEREAS, the United States Department of the Treasury, acting by and through the Internal Revenue Service, on June 18, 1993, promulgated regulations in the Federal Register, Vol. 58, No. 11, Section 1.150-2 (the "Reimbursement Regulations"), which are applicable to the Project; and

WHEREAS, the Reimbursement Regulations require this School District to adopt an "official intent" to reimburse itself from taxable or tax-exempt proceeds for certain capital expenditures made and to be made by this School District in connection with the Project; and

WHEREAS, this School District desires to declare its official intent with respect to certain capital expenditures and reimbursement thereof to be made in connection with the Project.

NOW, THEREFORE, BE IT RESOLVED:

1. This School District has and hereafter, from time to time, shall continue to apply money from its general fund (consisting of general tax and related revenues, including proceeds of any tax and revenue anticipation notes), or from any capital reserve or existing bond fund, for the purpose of paying certain expenditures relating to the Project, including fees and expenses of contractors, engineers, architects, surveyors, lawyers, underwriters, paying advertising costs, filing fees, printing costs, cost of acquiring land or rights of way, permit and inspection fees, cost of acquisition and construction of Project facilities and related costs of a capital nature with an economic life of in excess of one (1) year. Such expenditures of accumulated general fund or capital reserve or bond fund revenues were not originally budgeted for this purpose and are not intended to finance the Project on a long term basis, but on an interim basis only.

2. This School District declares its intention to reimburse its general fund (consisting of general tax and related revenues, including proceeds of any tax and revenue anticipation notes), or any capital reserve or bond fund, for such amounts paid for expenditure allocable to the Project from and after the date which is sixty (60) days prior to the date of this Resolution or such other sums which otherwise constitute "preliminary costs" within the meaning of applicable Treasury Regulations, from proceeds of a borrowing by this School District, through the incurrence of taxable or tax-exempt debt,

in the appropriate maximum principal amount of \$15,000,000 to \$18,000,000. Such reimbursement shall occur not later than eighteen (18) months after the later of (i) the date on which the original expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. Such debt shall be payable from the general tax and related revenues of this School District.

3. The Board Secretary of this School District is hereby directed to enter this Resolution upon the minutes of this School District and to make it available for general public inspection at the Administration Offices during normal business hours of this School District.

DULY ADOPTED, by the Board of School Directors of the Penn Manor School District, this 20th day of June, 2011.

Attest: _____
Board Secretary

By: _____
Board President

PENN MANOR SCHOOL DISTRICT

2011 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Penn Manor School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2011, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2011:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,287,938.43.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$6,155.89.

c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,294,094.32.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 10,711.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 230.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 10,941.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$1,294,094.32 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 10,941 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the

maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$118.28.

Based on calculations provided by the School District Business Office from the best available information and considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$527.64 will be available during the school year for real estate tax reduction applicable to approximately 10,890 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$0.05. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$118.28, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$118.33.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$118.33 by the School District real estate tax rate of 16.69 mills (.01669), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$7,090, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$7,090.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,090. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,090. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most

cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 5 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 5 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 5 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

2011-2012 Funding Gap Worksheet - 6/20/2011

Penn Manor School District

2008-2009 2009-2010 2010-2011

	ACTUAL	ACTUAL	BUDGET
Revenues	(64,000,781)	(63,716,337)	(66,012,309)
Expenses	62,899,607	65,087,302	66,974,076
Total	(1,101,174)	1,370,965	961,767

2011-2012 BUDGET
(63,651,121)
64,716,620
1,065,499

Funding Gap - May 17, 2011 **1,065,499**

2011-2012 Projection Information

Current Millage	16.46
Collection Rate	96.67%
Projected July Duplicate	\$ 2,347,591,700
Mill Net Collectible	\$ 2,269,417

	Millage Increase	Millage Increase	Millage Yield	Millage	REQUIRED USE OF FUND BALANCE
	0.00	0.00%	-	16.46	1,065,499
	0.02	0.12%	45,388	16.48	1,020,111
	0.04	0.24%	90,777	16.50	974,722
	0.06	0.36%	136,165	16.52	929,334
	0.08	0.49%	181,553	16.54	883,946
	0.10	0.61%	226,942	16.56	838,557
	0.12	0.73%	272,330	16.58	793,169
	0.14	0.85%	317,718	16.60	747,781
	0.16	0.97%	363,107	16.62	702,392
	0.18	1.09%	408,495	16.64	657,004
	0.20	1.22%	453,883	16.66	611,616
	0.22	1.34%	499,272	16.68	566,227
PA Base Index at 1.4%	0.23	1.40%	521,966	16.69	543,533
	0.24	1.46%	544,660	16.70	520,839
	0.26	1.58%	590,048	16.72	475,451
Penn Manor Adjusted Index at 1.7%	0.27	1.64%	612,743	16.73	452,756
Needed to balance the budget	0.47	2.86%	1,066,626	16.93	(1,127)

2011-12 Proposed Final Budget for Presentation to the School Board

Description	2010-11 BUD	2011-12 BUD	CHANGE'S	CHANGE %
BUILDING BUDGETS	899,542	674,658	(225,942)	-25.12%
OPERATIONAL BUDGETS	19,708,443	19,290,382	(418,061)	-2.12%
SALARIES AND BENEFITS	43,185,179	43,088,674	(96,505)	-0.22%
GRANTS AND PROGRAMS	3,180,912	1,662,906	(1,518,006)	-47.72%
TOTAL EXPENDITURES	66,974,076	64,716,620	(2,258,514)	-3.37%
LOCAL REVENUES	(42,746,355)	(43,231,107)	(484,752)	1.13%
STATE REVENUES	(21,681,973)	(19,609,108)	2,072,865	-9.56%
FEDERAL REVENUES	(1,583,981)	(810,906)	773,075	-48.81%
OTHER FINANCING SOURCES				#DIV/0!
TOTAL REVENUES	(66,012,309)	(63,653,121)	2,361,188	-3.58%
	961,767	1,065,499	102,674	-6.95%
Description	2010-11 BUD	2011-12 BUD	CHANGE'S	CHANGE %
10 DISTRICT ELEMENTARY	212,322	159,242	(53,080)	-25.00%
11 CENTRAL MANOR	34,579	27,629	(6,950)	-20.10%
12 CONESTOGA	18,247	13,593	(4,654)	-25.51%
13 ESHLEMAN	19,024	14,437	(4,587)	-24.11%
14 HAMBRIGHT	26,263	19,456	(6,807)	-25.92%
15 LETORT	17,230	12,660	(4,570)	-26.52%
16 MARTIC	20,580	14,747	(5,833)	-28.34%
17 PEQUEA	23,990	17,413	(6,577)	-27.42%
23 MARTICVILLE MIDDLE	59,683	49,385	(10,298)	-17.25%
24 MANOR MIDDLE	104,195	74,737	(29,458)	-28.27%
30 HIGH SCHOOL	363,429	271,359	(93,128)	-25.62%
57 BUILDING BUDGETS				#DIV/0!
BUILDING BUDGETS	899,542	674,658	(225,942)	-25.12%
18 SPECIAL EDUCATION DEPARTMENT	132,500	116,000	(16,500)	-12.45%
19 PSYCHOLOGIST	16,000	37,500	21,500	134.38%
21 ESL	6,898	6,500	(398)	-5.77%
22 INSERVICE	10,000	4,100	(5,900)	-59.00%
25 DISPOSAL	72,000	49,000	(23,000)	-31.94%
26 MAINTENANCE / CUSTODIAL	594,275	540,000	(54,275)	-9.13%
27 TRANSPORTATION	2,827,298	2,650,050	(177,248)	-6.27%
28 DATA PROCESSING	169,750	169,750	-	0.00%
29 TECHNOLOGY	325,000	234,100	(90,900)	-27.97%
32 ATHLETICS	198,710	181,710	(17,000)	-8.56%
33 PUBLIC RELATIONS	26,300	22,500	(3,800)	-14.45%
35 TUITION PAYMENTS	927,500	1,006,500	79,000	8.52%
36 UTILITIES	1,651,883	1,359,400	(292,483)	-17.71%
50 GIFTED	12,407	10,600	(1,807)	-14.56%
51 SPECIAL PROGRAMS	6,725	4,165	(2,560)	-38.07%
52 HEALTH	14,770	15,000	230	1.56%
53 DSSD	4,000	-	(4,000)	-100.00%
54 CONTRACTS	190,071	194,630	4,559	2.40%
55 INSURANCE	198,500	212,625	14,125	7.12%
56 HOMEBOUND	4,950	3,000	(1,950)	-39.39%

2011-12 Proposed Final Budget for Presentation to the School Board

Description	2010-11 BUD	2011-12 BUD	CHANGES	CHANGE %
58 COMMUNICATIONS	73,784	52,200	(21,584)	-29.25%
59 LEGAL / ACCOUNTING	205,600	220,600	15,000	7.30%
60 DEBT SERVICE	7,813,853	7,800,000	(13,853)	-0.18%
62 ALTERNATIVE SCHOOLING	1,627,787	1,533,827	(93,960)	-5.77%
63 IU SPECIAL EDUCATION	1,059,969	1,441,372	381,403	35.98%
64 FUND TRANSFER AND RESERVES	750,000	750,000	-	0.00%
65 DISTRICT COSTS	787,913	675,253	(112,660)	-14.30%
65 OPERATIONAL BUDGETS	19,708,443	19,290,382	(418,061)	-2.12%
66 SALARIES	30,811,436	30,275,614	(535,822)	-1.74%
70 LIFE	37,000	35,000	(2,000)	-5.41%
71 INCOME PROTECTION	67,400	67,000	(400)	-0.59%
73 SOCIAL SECURITY	2,357,087	2,316,084	(41,003)	-1.74%
74 RETIREMENT	2,532,699	2,618,841	86,142	3.40%
75 CREDIT REIMBURSEMENT	440,000	515,000	75,000	17.05%
76 UNEMPLOYMENT	50,000	50,000	-	0.00%
77 WORKERS COMP	199,100	196,135	(2,965)	-1.49%
68 HEALTH	6,200,000	6,460,000	260,000	4.19%
69 DENTAL	450,000	470,000	20,000	4.44%
78 VISION FUND	-	75,000	75,000	#DIV/0!
81 ADMIN BENEFITS	30,457	-	(30,457)	-100.00%
82 PROFESSIONAL DUES	10,000	10,000	-	0.00%
93 TEMP	-	-	-	#DIV/0!
93 SALARIES AND BENEFITS	43,185,179	43,088,674	(96,505)	-0.22%
100 PNEF GRANT	-	-	-	#DIV/0!
101 MUSIC FOR EVERYONE GRANT	-	-	-	#DIV/0!
102 COMET GRANTS	5,000	-	(5,000)	-100.00%
104 RESSLER MILL GRANT	-	-	-	#DIV/0!
108 LCC GRANT	-	-	-	#DIV/0!
109 IEFA GRANT	-	-	-	#DIV/0!
207 SCHOOL IMPROVEMENT GRANT	-	-	-	#DIV/0!
212 ACCOUNTABILITY GRANT	619,166	-	(619,166)	-100.00%
213 PROJECT 720 GRANT	-	-	-	#DIV/0!
214 DUAL ENROLLMENT GRANT	34,776	-	(34,776)	-100.00%
251 ALTERNATIVE ED GRANT	-	-	-	#DIV/0!
292 PSED GRANT	-	-	-	#DIV/0!
341 CFF GRANT	-	-	-	#DIV/0!
390 LSTA GRANT	-	-	-	#DIV/0!
391 ACCESS GRANT	125,000	124,000	(1,000)	-0.80%
392 HIV/STD PREVENTION GRANT	-	-	-	#DIV/0!
393 WATERSHED GRANT	-	-	-	#DIV/0!
394 DEP GRANT	-	-	-	#DIV/0!
411 TITLE I GRANT	560,927	549,065	(11,862)	-2.11%
421 TITLE II GRANT	131,000	137,841	6,841	5.22%
424 TITLE II-D GRANT	-	-	-	#DIV/0!
431 DRUG FREE SCHOOLS GRANT	11,000	-	(11,000)	-100.00%
451 ACADEMIC ACHIEVEMENT GRANT	-	-	-	#DIV/0!
490 TITLE V	-	-	-	#DIV/0!

2011-12 Proposed Final Budget for Presentation to the School Board

Description	2010-11 BUD	2011-12 BUD	CHANGES	CHANGE %
520 IDEA GRANT	925,989	840,000	(85,989)	-9.29%
521 PARAELECTOR PERFORMANCE GRANT	-	-	-	#DIV/0!
871 DRUG FREE COUNTY GRANT	-	-	-	#DIV/0!
891 ACCESS TRANSPORTATION GRANT	12,000	12,000	-	0.00%
981 STIMULUS IDEA GRANT	594,500	-	(594,500)	-100.00%
983 STIMULUS TITLE I GRANT	155,654	-	(155,654)	-100.00%
985 STIMULUS TITLE II GRANT	5,900	-	(5,900)	-100.00%
988 BEF UP TO STIMULUS	-	-	-	#DIV/0!
989 BEF OVER STIMULUS	-	-	-	#DIV/0!
GRANTS AND PROGRAMS	3,180,912	1,662,906	(1,518,006)	-47.72%
TOTAL EXPENDITURES	66,974,076	64,716,620	(2,258,514)	-3.37%
REAL ESTATE TAXES	(35,903,413)	(36,111,415)	(208,002)	0.58%
TAX REBATE PROGRAM	68,000	55,000	(13,000)	-19.12%
INTERIM TAXES	(400,000)	(350,000)	50,000	-12.50%
WAGE TAX	(3,700,000)	(3,854,116)	(154,116)	4.17%
TRANSFER TAXES	(522,000)	(600,000)	(78,000)	14.94%
DELINQUENT TAXES	(600,000)	(725,000)	(125,000)	20.83%
PERCAP / OCC TAXES	-	-	-	#DIV/0!
INTEREST EARNINGS	(145,000)	(79,400)	65,600	-45.24%
GRANTS AND PROGRAM REVENUE	(962,989)	(877,000)	85,989	-8.93%
RENTAL REVENUE	(81,000)	(70,000)	11,000	-13.58%
TUITION REVENUE	(135,000)	(130,000)	5,000	-3.70%
MISCELLANEOUS REVENUE	(117,250)	(141,000)	(23,750)	20.26%
HEALTHCARE PREMIUMS	(247,703)	(348,176)	(100,473)	40.56%
LOCAL REVENUES	(42,746,355)	(43,231,107)	(484,752)	1.13%
STATE REVENUES	(21,681,973)	(19,609,108)	2,072,865	-9.56%
FEDERAL REVENUES	(1,583,981)	(810,906)	773,075	-48.81%
OTHER FINANCING SOURCES	-	-	-	#DIV/0!
TOTAL REVENUES	(66,012,309)	(63,651,121)	2,361,188	3.58%

Penn Manor School District
Resolution for Commitment of June 30, 2011 Fund Balance

RESOLVED, by the Board of School Directors of Penn Manor School District, as follows:

Whereas this resolution recognizes and approves commitments of the general fund for future retirement benefit costs (\$6,457,671) and for future textbook series purchases (\$200,000).

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of Penn Manor School District, as follows:

1. That the provisions of the preamble are included herein.
2. That the Board of School Directors hereby directs the Secretary to record this action into the official district record.

DULY ADOPTED by the Board of the School District this 20th day of June, 2011.

PENN MANOR SCHOOL DISTRICT

Attest: _____
Board Secretary

Agenda – School Board Meeting
Penn Manor School District
Monday, June 20, 2011
Manor Middle School – Board Room
At Conclusion of the Committee of the Whole

CALL TO ORDER:

PRAYER AND FLAG SALUTE: Mr. Straub

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, July 11, 2011 following the Committee of the Whole meeting in the Board Room of the Manor Middle School.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: June 6, 2011
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: May 2011

PAYMENT OF BILLS: May 2011
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	2,290,167.96
Cafeteria Fund	\$	42,235.22
Capital Reserve Fund	\$	69,496.15
2010 Construction Fund	\$	195,227.76
Student Activity Fund	\$	32,722.99

Item 1. Review of School Board Meeting Agenda – Dr. Frerichs

Item 2. Consent Agenda for the Committee of the Whole Meeting – The committee is recommending approval of the following: (ROLL CALL)

- A. Employee Group Agreements – Act 93, Administrative Leadership Team Compensation Plan and Administrative Support Compensation Plan (copies available upon request).
- B. Hambright Project Reimbursement Resolution (see pages 7 – 8).
- C. Hambright Plancon A (see enclosure)
- D. Act 1 Slots Distribution – The 2011 Homestead and Farmstead Exclusion Resolution as per the attached resolution (see pages 9 – 11).
- E. Committed Fund Balance – The Resolution for Commitment of June 30, 2011 Fund Balance (see page 12).

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Budget Transfers listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- B. Tax Exonerations

<u>BILL NO.</u>	<u>NAME</u>	<u>REASON</u>	<u>ASSESSMENT CHANGE</u>	<u>TAX DOLLARS LOST</u>
<i>MANOR TOWNSHIP</i>				
41010-3-3782	LANCASTER COUNTY SOLID WASTE	Exempt	\$ 14,500.00	\$ 98.08
41010-3-3776	LANCASTER COUNTY SOLID WASTE	Exempt	\$ 551,300.00	\$ 3,729.20

- C. ALEK’s Pilot Math Supplemental Program – (see pages 13 – 14).

Explanation: This is a high school math supplemental program. It is free for the first three months. After that (January) it is \$25.00 per student for a total of \$5,000.00. It is part of the School Improvement Plan.

- D. Adoption of the 2011-2012 Final Budget – Items regarding the adoption of the 2011-2012 Penn Manor School District budget:

1. Adoption of the final budget for 2011-2012 listing expenditures in the amount of \$64,716,620.
2. Authorization of the intent to levy taxes necessary for the support of the budget under act 511.
3. Adoption of a resolution for approval of the Final Budget for the General Fund (see page 15).
4. Adoption of a resolution for approval of the 2011 Annual Tax Levy Resolution (see pages 16 – 17).
5. Adoption of a resolution authorizing installment payments (see page 18).

E. High School Track Repairs (see pages 19 – 20).

Explanation: To repair bubbles and refinish surface.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

A. Saturday School and/or after School Detention for the 2011-2012 school year

Erick Dutchess	Paul Milot
Kathy Grenier	Jeremy Nesmith
Kathy Kirk	Brian Osmolinski
Tresa Kirk	Heather Paquette
Doug Kramer	Maryann Saylor
Jen Kroesen	Nick Swartz
Jim McGlynn	

B. Seventh Grade Basketball Coach for 2011-2012

Matt Cristino

C. Resignations of the individual listed per the effective date.

Karen Hedrick, Elementary Title I Aide, effective June 8, 2011
 Melissa Telesco, Music teacher, effective June 8, 2011

D. Benchmark Assessments Coach – the following person will be working on developing benchmarks for the 2011-2012 school year at the professional rate:

Anna Marmer

E. Employment and Change in Status of the individuals listed per the effective date for the 2011-2012 school year (see pages 21 – 22).

F. Leaves to the individuals according to the terms listed:

Classified Employees

Employee J1 – May 31 – June 8, 2011 – Family Medical
 Employee K1 – April 7 – June 1, 2011 – Designated Family Medical

G. Substitute Pay Rates for the 2011-2012 school year:

1. Daily Substitute Teacher Pay Rate – daily rate of \$100, no fringe benefits, except that, if the daily substitute teacher is assigned to and works for 15 days in the same position, the daily rate shall be \$216 (100% of beginning salary daily rate rounded to the nearest dollar.) This daily rate of \$216 shall begin on the 16th day and continue for each day the employee is assigned to that identical position for the 2011-2012 school year.

Explanation: This is the same rate as the 2010-2011 school year.

2. Long-term Substitute Teachers – (those persons employed in professional positions and whose employment at the time of hiring is expected to continue for one semester or more) shall be paid a per diem rate equal to the starting salary for the applicable credit column divided by 189 days in 2011-2012 per the Negotiated Agreement with fringe benefits as defined by the Negotiated Agreement.

Explanation: This is the same rate as the 2010-2011 school year.

3. Support Staff Substitute Pay Rates – as noted below:

Athletic Trainer - \$20.00 per hour
Food Service Sub - \$8.50 per hour
Food Service Manager Sub Hourly Rate Differential - \$.80 (elementary)
Food Service Manager Sub Hourly Rate Differential - \$.85 (secondary)
Food Service Banquet Hourly Rate Differential - \$2.50
Custodial Sub -- \$8.50 per hour
Clerical Sub - \$8.50 per hour
Building Aide Sub - \$8.50 per hour
Learning Support Aide Sub - \$8.50 per hour
Healthroom Tech Aide Sub - \$11.00 per hour
Healthroom Tech Nurse Sub for RN - \$14.81 (elementary)
Healthroom Tech Nurse Sub for RN - \$14.12 (secondary)

Explanation: This is the same rate as the 2010-2011 school year.

H. Department Coordinator Stipend Calculation used to determine Department Coordinator stipends for the 2011-2012 school year (see page 23).

Explanation: This is the same rate as the 2010-2011 school year.

I. Department Coordinator Fringe Benefits – The superintendent is recommending approval of the following benefits for Department Coordinators.

- Governance for all benefits not defined below shall be aligned with those benefits outlined in the Penn Manor School District Negotiated Agreement.
- Life insurance in an amount equal to that stated in the Negotiated Agreement plus \$10,000.

- The district shall pay the cost of tuition according to the terms and conditions contained in the Negotiated Agreement, but in an amount of \$250.00 above the maximum as stated therein.
- The district shall reimburse employees for membership in professional organizations at \$100.00 per annum. A maximum of \$300.00 is available dependent upon expended funds in an individual tuition reimbursement. All such payments shall require the approval of the Superintendent.

Explanation: The benefits stated above represent no change over the current benefit levels.

- J. Tolerance Services provided by Quay Hanna at a rate of \$47.50 per hour for 660 hours for a total of \$31,350 for the 2011-2012 school year.

Explanation: The rate and hours are identical to the compensation for the 2009-2010 and 2010-2011 school years.

- K. Administrative Salaries – The Superintendent is recommending approval of the administrative salaries for the 2011-2012 school year (available upon request).

Explanation: Salaries are the same as the 2010-2011 school year.

- L. Support Staff Salaries for the 2011-2012 school year (available upon request).

Explanation: Salaries are the same as the 2010-2011 school year.

- M. Board Secretary Services – The administrative staff is recommending approval for Paula E. Howard to receive \$3,110 for her services as Board Secretary for the 2011-2012 school year.

Explanation: This is the same rate as the 2010-2011 school year.

- N. 2011/2012 Band Positions for the 2011-2012 school year.

Marching Band Director	Tom Mumma	\$5,861
Brass Instructor	Dan Meeker	\$1,333
Brass Instructor	Dan Stauffer	\$1,333
Winter Guard Instructor	Katie Roberts	\$823
Woodwind Instructor	Ashley Weer	\$1,333
Percussion	RC Youse	\$1,025
Visual Captain Head	George Blakely	\$1,025
Guard Instructor	Katie Roberts	\$1,538

- O. Rates for Co-curricular Work for the 2011/2012 school year as cited (see page 24).

Explanation: Rates for co-curricular work are reviewed annually. Presented rates have been held constant since 2008-2009.

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

Any district resident or taxpayer wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen's Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the President and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

RESOLUTION

PENN MANOR SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

WHEREAS, the Penn Manor School District has determined to undertake certain capital projects including the construction of the new Hambright Elementary School and various other miscellaneous projects (collectively, the "Project"); and

WHEREAS, the United States Department of the Treasury, acting by and through the Internal Revenue Service, on June 18, 1993, promulgated regulations in the Federal Register, Vol. 58, No. 11, Section 1.150-2 (the "Reimbursement Regulations"), which are applicable to the Project; and

WHEREAS, the Reimbursement Regulations require this School District to adopt an "official intent" to reimburse itself from taxable or tax-exempt proceeds for certain capital expenditures made and to be made by this School District in connection with the Project; and

WHEREAS, this School District desires to declare its official intent with respect to certain capital expenditures and reimbursement thereof to be made in connection with the Project.

NOW, THEREFORE, BE IT RESOLVED:

1. This School District has and hereafter, from time to time, shall continue to apply money from its general fund (consisting of general tax and related revenues, including proceeds of any tax and revenue anticipation notes), or from any capital reserve or existing bond fund, for the purpose of paying certain expenditures relating to the Project, including fees and expenses of contractors, engineers, architects, surveyors, lawyers, underwriters, paying advertising costs, filing fees, printing costs, cost of acquiring land or rights of way, permit and inspection fees, cost of acquisition and construction of Project facilities and related costs of a capital nature with an economic life of in excess of one (1) year. Such expenditures of accumulated general fund or capital reserve or bond fund revenues were not originally budgeted for this purpose and are not intended to finance the Project on a long term basis, but on an interim basis only.

2. This School District declares its intention to reimburse its general fund (consisting of general tax and related revenues, including proceeds of any tax and revenue anticipation notes), or any capital reserve or bond fund, for such amounts paid for expenditure allocable to the Project from and after the date which is sixty (60) days prior to the date of this Resolution or such other sums which otherwise constitute "preliminary costs" within the meaning of applicable Treasury Regulations, from proceeds of a borrowing by this School District, through the incurrence of taxable or tax-exempt debt,

in the appropriate maximum principal amount of \$15,000,000 to \$18,000,000. Such reimbursement shall occur not later than eighteen (18) months after the later of (i) the date on which the original expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. Such debt shall be payable from the general tax and related revenues of this School District.

3. The Board Secretary of this School District is hereby directed to enter this Resolution upon the minutes of this School District and to make it available for general public inspection at the Administration Offices during normal business hours of this School District.

DULY ADOPTED, by the Board of School Directors of the Penn Manor School District, this 20th day of June, 2011.

Attest: _____
Board Secretary

By: _____
Board President

PENN MANOR SCHOOL DISTRICT

2011 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of Penn Manor School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2011, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2011:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,287,938.43.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$6,155.89.

c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,294,094.32.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 10,711.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 230.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 10,941.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$1,294,094.32 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 10,941 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the

maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$118.28.

Based on calculations provided by the School District Business Office from the best available information and considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$527.64 will be available during the school year for real estate tax reduction applicable to approximately 10,890 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$0.05. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$118.28, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$118.33.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$118.33 by the School District real estate tax rate of 16.69 mills (.01669), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$7,090, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$7,090.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,090. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,090. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most

cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 5 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 5 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 5 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

Penn Manor School District
Resolution for Commitment of June 30, 2011 Fund Balance

RESOLVED, by the Board of School Directors of Penn Manor School District, as follows:

Whereas this resolution recognizes and approves commitments of the general fund for future retirement benefit costs (\$6,457,671) and for future textbook series purchases (\$200,000).

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of Penn Manor School District, as follows:

1. That the provisions of the preamble are included herein.
2. That the Board of School Directors hereby directs the Secretary to record this action into the official district record.

DULY ADOPTED by the Board of the School District this 20th day of June, 2011.

PENN MANOR SCHOOL DISTRICT

Attest: _____
Board Secretary

ALEKS proposal

The ALEKS (Assessment and LEarning in Knowledge Spaces) program:

- On-line math program
- Provides precise assessment and learning with standards-based content
- Aligned to Common Core standards
- Uses artificial intelligence to continuously assess each individual and determine gaps in knowledge
- Students answer open ended (NOT multiple choice) questions to get a more accurate representation of their skills
- Students are frequently assessed on all skills to ensure knowledge retention
- Customizable curriculum can adapt to any textbook or syllabi
- Bilingual
- Students can work on ALEKS at school or at home
- You must purchase student subscriptions not site licenses

Prior to the start of the 2011-2012 School Year:

- Kathy Grenier will get pilot licenses and choose a few reliable students to experiment with the program over the summer
- A representative from ALEKS will attend either the August 22nd or August 23rd in-service day to train the teachers who will be monitoring the ALEKS program with the 9th graders during the fall semester.
- Kathy Grenier and Dori O'Connor will also meet with the representative prior to the in-service day in preparation of being resources within their department.

For the months of October, November and December:

- We will be getting approximately 300 pilot site licenses (FREE)
- We will begin using these licenses during enrichment blocks and in special education classrooms
- In order to be effective, the students must have AT LEAST 2 hours of exposure to ALEKS a week. Therefore, we are proposing that a selected group of 9th graders come to specified classrooms every Monday, Wednesday and Friday
- These students will start in the "Algebra Readiness" program because they have not yet taken Algebra 1 but then can move up or down if their base knowledge is either above 85% or below 15%
- We would like to have 10 groups of 20 students (9th graders) per group to participate in the pilot.
- We feel that the same teacher should work with the same group to ensure continuity. Also, we need to decide how coverage for those teacher's normal classes will be dealt with.
- The location of the class that the students report to should be classrooms in the math wing and should remain consistent throughout the enrichment cycle.
- Computer carts would be used in the enrichment blocks.
- We would also need to discuss this idea with the English department to see if they are willing to change their original idea of how the "reading club" would work. Would the English department start with 10th graders or maybe even 11th graders?
- The reason for choosing 9th graders for the ALEKS pilot months is so that any "kinks" can be worked out before we start working with the sophomores.
- Jodie Henderson and Doug Anderson will be using the ALEKS program for AT LEAST 2 hours a week with their resource room math (040 and 041) classes using the "Algebra Readiness" or with the "middle school math course 3" course. No extra time or coverage will be needed.

- Diane Baireuther will use the program for AT LEAST 2 hours a week in her Pre-Algebra class with the “Algebra Readiness” or with the “middle school math course 3” course. No extra time or coverage will be needed for these groups.
- Dori O’Connor and Liz Kelly will use the ALEKS program for AT LEAST 2 hours a week with the “Algebra 1” course in the Year Long Algebra 2 classes. No extra time or coverage will be needed.
- Jodie Henderson will also work with a special IEP subgroup of juniors during the enrichment schedule using the “Algebra 1” course.
- Patrick Eichelberger will work with the emotional support students using the “Algebra 1” course during a regular class block. No extra time or coverage will be needed.

For the months of January and February:

- Kim Frey will work with the students in her year-long Geometry class. No extra time or coverage will be needed.

For the months of January February and March:

- During the January 13th in-service day, Kathy Grenier, Dori O’Connor and the other math teachers that have been using the ALEKS program will train the rest of the department.
- We will be requesting AT LEAST 200 site licenses. The cost per license is \$25 for a 3-month subscription for a total of \$5000.
- We will again begin using these licenses during enrichment block and in special education classrooms.
- In order to be effective, the students must have AT LEAST 2 hours of exposure to ALEKS a week. Therefore, we are proposing that a selected group of 10th graders come to specified classrooms every Monday, Wednesday and Friday
- These students will start in either the “Algebra 1” program or the “Algebra 2” program based on if they took Algebra 2 in the fall. These students can move up or down if their base knowledge is either above 85% or below 15%
- We would like to have AT LEAST 5 groups of 20 students per group.
- We feel that the same teacher should work with the same group to ensure continuity. Also, we need to decide how coverage for those teacher’s normal classes will be dealt with.
- The location of the class that the students report to should be classrooms in the math wing and should remain consistent throughout the enrichment cycle.
- Computer carts would be used in the enrichment blocks.
- We would also need to discuss this idea with the English department to see if they are willing to change their original idea of how the “reading club” would work. Would the English department start with 10th graders or maybe even 11th graders and now work with 9th graders?
- Jodie Henderson and Doug Anderson will be using the ALEKS program for AT LEAST 2 hours a week with their resource room math (040 and 041) classes using the “Algebra Readiness” or with the “middle school math course 3” course. No extra time or coverage will be needed.
- Diane Baireuther will use the program for AT LEAST 2 hours a week in her Pre-Algebra class with the “Algebra Readiness” or with the “middle school math course 3” course. No extra time or coverage will be needed for these groups.
- Dori O’Connor and Liz Kelly will use the ALEKS program for AT LEAST 2 hours a week with the “Algebra 1” course in the Year Long Algebra 2 classes. No extra time or coverage will be needed.
- Jodie Henderson will also work with a special IEP subgroup of juniors during the enrichment schedule using the “Algebra 1” course.
- Additional funds to pay for the pilot licenses may come from the special education budget.

PENN MANOR SCHOOL DISTRICT

Final Budget for General Fund Approval Resolution

RESOLVED, by the Board of School Directors of Penn Manor School District, as follows:

1. The proposed Final Budget of the School District for the 2011-2012 fiscal year on form PDE-2028 as presented to the School Board is adopted as a Final Budget for the School District General Fund in the amount of \$64,716,620.

PENN MANOR SCHOOL DISTRICT

2011 Annual Tax Levy Resolution

RESOLVED, by the Board of School Directors of Penn Manor School District, that taxes are levied for school purposes for the school year beginning July 1, 2011, subject to the provisions of the Local Tax Collection Law, as follows:

1. **Real estate tax.** Real estate tax of 16.69 mills (or \$16.69 per \$1,000 of assessment) on the assessed value of all real property taxable for school purposes in this School District. (Levied under School Code §§ 672 and 673.)
2. **Interim real estate tax.** Interim real estate tax of 16.69 mills (or \$16.69 per \$1,000 of assessment) on the assessed value of taxable real property, as stated in interim real estate assessment notices, that constitutes construction of a building, an improvement to a building, or other improvement to real property, not otherwise exempt from taxation. The interim real estate tax is part of the real estate tax levy, and applies to the assessed value of taxable real property not included in the initial tax duplicate used in issuing initial real estate tax notices for the school year. Tax assessors are directed to inspect and assess all taxable real property in the School District to which any improvement has been made, and to give notice of change in assessed value as required by law. The interim real estate tax applies for that proportionate part of the School District fiscal year remaining after the property was improved. (Levied under School Code § 677.1.)
3. **Utility realty used to generate electricity.** The real estate tax and the interim real estate tax apply to all real property taxable for school purposes, including all property listed in the definition of “utility realty” under § 8101-A(3) of the Public Utility Realty Tax Act, that was classified in such definition as “utility realty” prior to January 1, 2000, and that was removed from such definition effective January 1, 2000, because used in generating electricity. The tax applies to such property to the maximum extent permissible under the Pennsylvania Constitution and the Public Utility Realty Tax Act.
4. **Tax due date/delinquent status.**
 - a. The real estate tax is due and payable on July 1, 2011, and this will be the date of the tax notice issued to the owner for real estate tax other than interim real estate tax. Unless installment payment has been elected under the Penn Manor School District Real Estate Tax Installment Payment Plan, the real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner – by October 31, 2011, for tax other than interim real estate tax.
 - b. The interim real estate tax is due and payable on the first day of the month after the month in which any improvement or addition to real property has been made. The interim real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner.

5. **Discount and penalty.** All taxpayers are entitled to a discount of two percent (2%) from the amount of the real estate tax or interim real estate tax by making payment of the entire tax amount within two (2) months after the date of the tax notice – by August 31, 2011, for tax other than interim real estate tax. Unless installment payment has been elected under the Penn Manor School District Real Estate Tax Installment Payment Plan, a taxpayer will be charged a penalty of ten percent (10%) of the tax, which penalty will be added to the tax, if the tax is not paid in full within four (4) months after the date of the tax notice – by October 31, 2011, for tax other than interim real estate tax. (Discount and penalty rules established under Local Tax Collection Law, 72 P.S. § 5511.10.)

6. **Severability.** The provisions of this resolution are severable and, if any section, clause, sentence, part or provision is determined to be illegal, invalid or unconstitutional, such determination will not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this resolution. It is declared to be the intent of this school district that this resolution would have been adopted even if any such illegal, invalid or unconstitutional section, clause, sentence, part or provision had not been included in this resolution.

7. **Continuation of other taxes.** The Board has previously imposed other taxes that do not require an annual levy. Without modifying or amending such taxes in any manner, the Board ratifies continuation of the following previously imposed taxes that do not require an annual levy:

a. **Real estate transfer tax.** Real estate transfer tax of 1.0%. (School District receives .5%, and municipalities receive .5%. Levied under the Pennsylvania Real Estate Transfer Tax Act and the Local Tax Enabling Act, Act 511.)

b. **Earned income and net profits tax.** Earned income and net profits tax of 1.0%. (School District receives .5%, and municipalities receive .5%. 1.0% School District tax levied under the Local Tax Enabling Act, Act 511.)

I certify that the foregoing is a true and correct copy of a resolution adopted by the Board of School Directors at a meeting thereof legally held on June 20, 2011.

PENN MANOR SCHOOL DISTRICT

Date _____, 20____

Secretary

(School District Seal)

PENN MANOR SCHOOL DISTRICT

Real Estate Tax Installment Payment Plan Resolution

RESOLVED, by the Board of School Directors of Penn Manor School District, that a plan is adopted providing an option for installment payment of real estate taxes pursuant to the Taxpayer Relief Act (Act 1 of 2006), as follows:

Real Estate Tax Installment Payment Plan

For the real estate tax levied by the School District, other than interim real estate tax, taxpayers may elect an installment payment option under the following rules:

1. **Installment payment dates.** A taxpayer electing the installment payment option may pay the real estate tax in three (3) equal installment payments of one-third (1/3) of the full tax amount. The installments are due on or before August 31, October 31, and December 31 of the year in which the tax is levied. Any installment not paid in full by these dates is delinquent.
2. **Taxpayer election of installment payment option.** Payment of the first installment in full by August 31 will constitute taxpayer election to pay tax in installments. Installment payment is permitted only if the taxpayer elects by paying the first installment payment in full by August 31. If the taxpayer fails to meet this requirement, the full amount of the real estate tax is due on or before October 31, and the real estate tax is delinquent if not paid in full on or before October 31.
3. **No discount.** No discount applies to installment payments.
4. **Penalty on delinquent installments.** If a taxpayer makes the first installment payment by August 31 and fails to pay in full any subsequent installment by the installment due date, the installment not paid by the due date is delinquent, and a penalty will be added to the tax in the amount of ten percent (10%) of the amount of the installment not paid by the installment due date.
5. **Effective date.** This plan will become effective July 1, 2011, and will continue in effect thereafter for real estate taxes levied for the school year beginning July 1, 2011, and for real estate taxes levied for future years, until amended or repealed.

R. PAUL SURFACING TECHNOLOGIES, LLC
P.O. BOX 67
BEL AIR, MD 21014
PH. 443.752.1645
FAX. 410.638.7944
rpaulst@comcast.net

FAX

To:	Denny Coleman	From:	ROD PAUL
Fax:	717-871-0754	Pages:	2
Phone:	717-201-9938	Date:	6.8.2011
Re:	Penn Manor H.S. – Track Repairs	CC:	

Urgent For Review Please Comment Please Reply Please Recycle

Comments:

Mr. Coleman:

Please see the following proposal based upon our inspection on June 7, 2011.

R. Paul Surfacing Technologies, LLC proposes to furnish all labor, materials and expenses necessary to repair eight (8) separate areas of track surfacing as identified below, according to the following scope of work, for the sum of \$4,250.00.

Identified Repairs

2 @ 2" x 12" outside lane 6, 10" dia. bubble lane 2, 10" x 4.5' bubble lane 4, 4" x 12" previous repair lane 2, 10" x 2' bubble between lanes 1 & 2, 12" x 7.5' bubble lane 4 and 8" x 1.5' bubble lane 3.

Scope of Work:

1. Cut out indentified areas down to asphalt substrate.
2. Remove all loose debris and clean asphalt substrate.
3. Allow to dry.
4. Trowel black SBR & binder sub-base.

Over 30 Years Experience in the Athletic Surfacing Industry

5. Apply single component track red urethane coating and embed with red EPDM granules.
6. Allow to cure.
7. Remove excess EPDM granules and encapsulate with single component track red urethane coating
8. Repaint lane lines where affected.
9. Clean up.

Notes:

1. Proposal is based upon a summer 2011 installation.
2. Track shall be closed during repairs. Repairs will take 4-5 days to complete plus an addition 3 days to properly cure.
3. Contractor shall have access to site 7 days/week.
4. Duration is weather dependent.
5. Owner shall allow Contractor use of their dumpster for small amount of trash generated.
6. Repairs will be noticeable.

Alternate No. 1 – Cost Savings Repair Method

R. Paul Surfacing Technologies, LLC proposes to furnish all labor, materials and expenses necessary to repair eight (8) separate areas of track surfacing as identified above, according to the following scope of work, for the sum of \$2,900.00.

Scope of Work

1. Remove, clean and prep as mentioned above.
2. Trowel apply red EPDM granules level with surrounding surface. This repair method is the same as was noted in the first repairs we looked at outside lane 6.
3. Repaint lane lines where affected.
4. Clean up.

Notes

1. Same notes as mentioned above apply.

Thank you for the opportunity to provide this proposal. Please don't hesitate to call with any questions.

Best regards,

Rod Paul

6.8.2011

Over 30 Years Experience in the Athletic Surfacing Industry

PENN MANOR SCHOOL DISTRICT

June 20, 2011 Board Agenda

Change in status [*] for the 2011-2012 school year:

Sugra, Jennifer L. - professional administrative employee, Principal/Eshleman Elementary School
[change from Pequea Elementary School].

Support Staff Personnel Action Items

Board Action	Last Name	First Name	Position	Building	Hours per Day	Days per Year	Rate	Status	Total Overall Daily Hours	Notes
6/20/2011	* Armstrong	Sandy	Food Service	High School	947 hours Annually	180	\$ 9.02	Permanent	4.75 / 134 days	Effective 8/29/2011 Replaces Eckert
6/20/2011	Fry	Kyra	Food Service Substitute	District	As Needed	As Needed	Sub Rate	Permanent	As needed	Effective 8/29/2011 Substitute - As Needed

Position	2011-12 Base Rate	2011-12 Certification	2011-12 K-12 Resp.	2011-12 7-12 Resp.	2011-12 7-8 Resp.	2011-12 # in Dept.	2011-12 Load Comp.
		\$400 added for coordinators that have supervisory certificates	\$200 added for coordinators that have K-12 Responsibilities	\$100 added for coordinators that have only secondary responsibilities	\$50 added for coordinators that have only middle school responsibilities	\$25 added for every teacher in the department	No Open Blocks - \$300 1 Open Block - \$150 2 Open Blocks - \$0
Ag.	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fam. & Con. Science	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Art	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I/ATE	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Science High School	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Science Middle School	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Math	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Music	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
P/E - split	\$ 1,263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
P/E - split	\$ 1,263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Foreign Language	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Studies	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
English	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Language Arts	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESL	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Education	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Guidance	\$ 2,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

POSITION	2011-12	
Ticket Takers - Athletic Events	\$ 38.20	Per Event
Ticket Sellers - Athletic Events	\$ 38.20	Per Event
Football Scoreboard & Clock Operator	\$ 38.20	Per Event
Football P.A. Announcer	\$ 72.70	Per Event
Football Spotter	\$ 38.20	Per Event
Football Press Box Manager	\$ 45.40	Per Event
Football Camera Operator	\$ 63.60	Per Event
Football Equipment Truck Driver	\$ 49.00	Per Event
Football Statistician	\$ 38.20	Per Event
Timekeepers HS - (per contest)	\$ 38.20	Per Event
Timekeepers JH - (per contest)	\$ 38.20	Per Event
Scorekeepers HS - (per contest)	\$ 38.20	Per Event
Scorekeepers JH - (per contest)	\$ 38.20	Per Event
Track Timers & Judges HS *	\$ 38.20	Per Event
Track Timers & Judges JH *	\$ 38.20	Per Event
Track Field Worker HS	\$ 38.20	Per Event
Track Field Worker JH	\$ 38.20	Per Event
Ticket Sellers - Auditorium Productions	\$ 31.90	Per Event
Ticket Takers - Auditorium Productions	\$ 31.90	Per Event
House Manager - Auditorium Productions	\$ 174.40	Per Event
Game Manager - Football	\$ 112.70	Per Event
Game Manager - H.S. Basketball	\$ 94.50	Per Event
Game Manager - H.S. Wrestling	\$ 94.50	Per Event
Game Manager - Boys and Girls Volleyball	\$ 94.50	Per Event
Game Manager - Frosh	\$ 49.00	Per Event
Intramurals	\$ 23.20	Per Hour
FAST Program	\$ 23.20	Per Hour
Weight Room	\$ 23.20	Per Hour
Detention Proctor	\$ 31.40	Per Hour
Staff Security	\$ 33.20	Per Hour
Game Manager - Comet Field	\$ 20.60	Per Hour
Intramurals Coordinator Elem. (7)	\$ -	Per Year
Intramurals Coordinator Elem. - Saturday (1)	\$ -	Per Year
Football Equipment Manager	\$ 1,843.20	Per Year

* = 1.5 x rate for dual meets