

Agenda – Committee of the Whole
Penn Manor School District
Monday, November 21, 2011
Manor Middle School – Board Room

EXECUTIVE SESSION

(5:45 – 6:30)

Negotiations

(6:30 – 6:45)

Personnel and Student Matters

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, December 5, 2011 at 4:00 p.m.** in the Board Room of the Manor Middle School.

ROLL CALL:

APPROVAL OF MINUTES:

November 7, 2011

<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT:

Evan Bigler and Sarah Evarts

CITIZEN'S COMMENTS:

Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

Item 1.

(7:15 – 7:35)

Central Manor Project Update – Mr. Coleman

Explanation: Mr. Coleman will review the current status of the Central Manor project and the final work that needs to be completed.

Information Only

Item 2.
(7:35 – 7:55)

Blended Cyber Options – Dr. Leichter and Mr. Reisinger

Explanation: Dr. Leichter and Mr. Reisinger will update the board on technology programs related to our current Penn Manor Virtual School.

Information Only

Item 3.
(7:55 – 8:05)

Update on Lancaster County Conservancy Land Transfer – Mr. Johnston

Explanation: The Phase 1 of transfers from PP&L to the Lancaster County Conservancy and payment in lieu of taxes will be reviewed.

Information Only

Item 4.
(8:05 – 8:20)

Budget Timeline Review – Mr. Johnston

Explanation: The board will discuss options related to Act 1 and a resolution not to exceed the index.

Information Only

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 chair 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.

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. Election of Solicitor and Bond Counsel – The law firm of Kegel Kelin Almy & Grimm LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2012.
- B. Election of Special Counsel – McNeese Wallace & Nurick LLC – The law firm of McNeese Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2012. Services will be limited to special education matters.

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

- A. Final Reading of New and Revised Board Policies:
 - 006.1 Use of Electronic Communication Equipment
 - 113 Special Education
 - 113.1 Discipline of Students with Disabilities
 - 113.3 Screening and Evaluations for Students with Disabilities
 - 113.4 Confidentiality of Special Education Student Information (new)
 - 113.5 Wraparound Staff Provided by Outside Agencies
- B. Budget Transfers listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- C. Tax Exonerations as cited:

<u>BILL NO.</u>	<u>NAME</u>	<u>Parcel ID</u>	<u>REASON</u>	<u>ASSESSMENT CHANGE</u>	<u>TAX DOLLARS LOST</u>
MANOR TOWNSHIP					
41011-3-6019	SCHROEDER, FREDERICK/MARY	4102112100000	DEMOLISH	\$45,000.00	\$751.05

D. Transportation Contracts for the 2011-2012 school year:

Eschbach Bus Service (181 Days)	\$ 1,905,836.70
Eschbach Fuel Surcharge	\$ 73,017.77
Schultz Transportation (181 Days)	\$ 376,023.94
Schultz Fuel Surcharge	\$ 12,472.54

Explanation: The current transportation contracts run from 2010 through 2015. The contract figures for the second year have been calculated based upon updated routing and student information. Cuts to activity runs, mid-day kindergarten runs and streamlined routing resulted in savings of almost \$237,000 over the previous years. Higher fuel prices will result in additional payments of \$53,000; however, net savings for contracted transportation are nearly \$184,000.

- E. Mental Health Parity and Addiction Equity Act Opt-Out Resolution (see page 5).

Explanation: This is an annual opt-out resolution due to the district status as a self-insured provider of services.

- F. Millersville Manor LLC Tax Assessment Agreement – authorization for district solicitor to sign the attached stipulation settling the Millersville Manor LLC tax assessment matter (see pages 6-11).

Explanation: The settlement appears as it was negotiated.

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

- A. Resignation of the individual listed per the effective date.
Amy Houseman, elementary teacher, effective October 31, 2011
JoAnn Jones, elementary teacher aide, effective November 10, 2011
- B. Employment and Change in Status of the individuals listed per the effective date for the 2011-2012 school year (see page 12).
- C. Substitute Teachers within the school district until such time that either the school district or the individual would opt to have their name deleted from the substitute teacher list (see page 13).
- D. Leaves to the individuals according to the terms listed:
Professional Employees:
Employee VI - April 25, 2012 – end of 2011-2012 school year
Family Medical

Employee WI - October 7, 2011 – December 29, 2011
Designated Family Medical

Classified Employee:
Employee XI - October 19, 2011 – November 7, 2011
Designated Family Medical

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 chair 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 chair 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.
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- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

A RESOLUTION TO OPT-OUT OF COMPLIANCE WITH THE PROVISIONS OF THE MENTAL HEALTH PARITY AND ADDICTION EQUITY ACT

WHEREAS, the Mental Health Parity and Addiction Equity Act (“MHPAEA”) requires that group health plans comply with certain requirements governing parity in benefits among medical/surgical benefits and mental health/substance use disorder benefits; and

WHEREAS, non-federal governmental plans may elect to opt-out of compliance with the Requirements of MHPAEA; and

WHEREAS, Penn Manor School District has determined that compliance with MHPAEA may result in a substantial increase in the District’s health care costs as well as significant additional administrative effort; and

WHEREAS, to control health care costs and adequately maintain the self-funded health plan, the Penn Manor School District elects to opt-out of the requirements of MHPAEA.

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 incorporated herein.
2. That the Penn Manor School District hereby exercises its statutory right as sponsor of a non-federal government health plan to opt-out of compliance with the requirements concerning parity in the application of certain limits, terms and restrictions among medical/surgical, mental health and substance use disorder benefits as provided in the MHPAEA for the health plan year beginning January 1, 2012, and for the applicable term of the collective bargaining agreement.
3. The Plan Administrator is authorized to draft, execute, file and/or distribute the necessary election documents and notices to effectuate this decision and to renew said election documents until directed otherwise by the Board.
4. To the extent of any conflict with this resolution, all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

School Board Meeting: 11/21/2011

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA
CIVIL ACTION – LAW

In Re: :
:
Appeal of MILLERSVILLE MANOR LLC :
: **No. CI- 08-12860** :
:
:
From the Decision of the BOARD OF :
ASSESSMENT APPEALS OF LANCASTER :
COUNTY :

ORDER

AND NOW this ___ day of _____, 2011, upon presentation and consideration of the attached Stipulation, it is hereby Ordered and Decreed that the assessment of the property comprising the subject matter of this appeal shall be fixed as follows:

- (1) The assessment beginning January 1, 2009 (July 1, 2009 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$4,516,600
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400

- (2) The assessment beginning January 1, 2010 (July 1, 2010 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$ 2,022,900
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400

- (3) The assessment beginning January 1, 2011 (July 1, 2011 for School Taxes)
- (a) For tax parcel no. 440-70911, shall be \$1,835,000
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400
- (4) The assessment beginning January 1, 2012 (July 1, 2012 for School Taxes)
- (a) For tax parcel no. 440-70911, shall be \$1,486,300
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400

IT IS FURTHER ORDERED AND DECREED that upon the filing of this Order, the County of Lancaster and Millersville Borough shall cause to be paid to Appellant, the appropriate sums, if any, paid by Appellant in excess of the taxes due based on the assessment set forth in this Order, said payment to be made in accordance with the refund provisions of 72 P.S. §5020-518.1.

IT IS FURTHER ORDERED AND DECREED that upon the filing of this Order the Penn Manor School District, shall cause to be applied a \$10,000 credit to the next School tax bill and, as to the remaining sums due Appellant in excess of the taxes due based on the assessment

set forth in this Order, shall cause payment to be made to Appellant in accordance with the refund provisions of 79 P.S. §5020-518.1.

IT IS FURTHER ORDERED AND DECREED that the above captioned matter shall be marked "settled, discontinued and ended" upon payment of docket costs by Appellant.

BY THE COURT

ATTEST:

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA
CIVIL ACTION – LAW

In Re: :
:
Appeal of MILLERSVILLE MANOR LLC :
: No. CI-08-12860 :
:
:
From the Decision of the BOARD OF :
ASSESSMENT APPEALS OF LANCASTER :
COUNTY :

STIPULATION FIXING ASSESSMENT

Appellant, Millersville Manor LLC, the Lancaster Board of Assessment Appeals, Penn Manor School District and Millersville Borough, by their respective counsel, stipulate and agree as follows:

- (1) The assessment beginning January 1, 2009 (July 1, 2009 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$4,516,600
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400
- (2) The assessment beginning January 1, 2010 (July 1, 2010 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$ 2,022,900
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400

- (3) The assessment beginning January 1, 2011 (July 1, 2011 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$1,835,000
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400
- (4) The assessment beginning January 1, 2012 (July 1, 2012 for School Taxes)
 - (a) For tax parcel no. 440-70911, shall be \$1,486,300
 - (b) For tax parcel no. 440-43410, shall be \$ 51,800
 - (c) For tax parcel no. 440-86367, shall be \$39,000
 - (d) For tax parcel no. 440-69729, shall be \$29,400
- (5) Following entry of the Order in accordance with this Stipulation, the respective taxing authorities, being the County of Lancaster and Millersville Borough, shall cause to be repaid to Appellant, the appropriate sums, if any, paid by Appellant in excess of the taxes due based on the assessments set forth in this Stipulation. Payment shall be made in accordance with the refund provisions of 72 P.S. §5020-518.1.
- (6) Following entry of the Order in accordance with this Stipulation, the Penn Manor School District, shall cause to be applied a \$10,000 credit to the next School tax bill and, as to the remaining sums due Appellant in excess of the taxes due based on the assessment set forth in this Order, shall cause payment to be made to Appellant in accordance with the refund provisions of 79 P.S. §5020-518.1.

- (7) The assessments identified herein shall be effective as of January 1 of each year for County and Municipal taxes and July 1 of each year for School District taxes, and shall remain in effect unless and until changed as otherwise provided by law.
- (8) The parties agree that the court may enter the Order attached hereto.
- (9) Appellant shall be responsible for all court costs incurred for the filing of this Order.
- (10) Upon execution of this Stipulation and the attached Order, the above captioned appeal shall be marked "settled, discontinued and ended."

Melvin H. Newcomer, Esquire
Attorney I.D. No. 27605
Attorney for Lancaster County Board
of Assessment Appeals
PO Box 539
Lancaster, PA 17608-0539
(717) 393-7885



Sharon F. DiPaolo, Esquire
Attorney I.D. No. 74520
2912 Wildwood Road Ext.
Pittsburgh, PA 15101
(412) 486-2848

Bert Goodman, Esquire
Attorney I.D. No. 21559
60 Soldier Square
Wayne, PA 19087
(610) 240-0345

Attorneys for the Appellant

Denise E. Elliott, Esquire
Attorney I.D. No. 200735
Attorney for Penn Manor
School District
24 North Lime St.
Lancaster, PA 17602
(717) 392-1100

Josele Cleary, Esquire
Attorney I.D. No. 41192
Morgan, Hallgren, Crosswell,
& Kane P.C.
700 North Duke Street
Lancaster, PA 17602
717-299-5251

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
11/21/2011	SWARTZ	THOMAS	TECHNOLOGY SUPPORT ANALYST	District	8.00	261	\$ 42,189.00	Permanent	8.00	Effective 11/29/2011
11/21/2011	BLAND	BOBBI JO	SUPPORT STAFF SUBSTITUTE	DISTRICT	AS NEEDED	AS NEEDED	SUB RATE	Permanent	AS NEEDED	Effective 11/21/2011
11/21/2011	GREEN	MARSHA	SUPPORT STAFF SUBSTITUTE	DISTRICT	AS NEEDED	AS NEEDED	SUB RATE	Permanent	AS NEEDED	Effective 11/21/2011
11/21/2011	AULT	MARGARET	SUPPORT STAFF SUBSTITUTE	DISTRICT	AS NEEDED	AS NEEDED	SUB RATE	Permanent	AS NEEDED	Effective 11/21/2011
11/21/2011	KROW	DONALD	ERA-LST, TRANSPORTATION	DISTRICT	AS NEEDED	AS NEEDED	\$ 14.81	For the 2011-12 School Year Only	AS NEEDED	Effective 12/22/2011
11/21/2011	ZAEPHEL	KATHY	ERA-LST	MARTIC	2.75	181	\$ 9.90	For the 2011-12 School Year Only	2.75	Effective 11/09/2011
11/21/2011	* BYRNE	DEBRA	ERA-LST	MARTIC	1.00	181	\$ 9.90	For the 2011-12 School Year Only	6.00	Effective 11/09/2011
11/21/2011	* STROSSER	KIERAN	ERA-LST	MARTIC	0.75	181	\$ 9.90	For the 2011-12 School Year Only	2.75	Effective 11/21/2011

NOTE: All new hires and transfers must successfully complete a 60 working day probationary period

* signifies a change in status

Substitutes for November 21, 2011 School Board Meeting

Jonathan D. Beiler

Celia J. Cardoza-Hill

Danielle L. Fisher

Gloria J. Folker

Christine L. Heisey

David T. Jones

Amy J. Kreider

Vidalita D. Thielen

Katherine C. Watkins