

MINUTES
Committee of the Whole
June 5, 2000

The Penn Manor School Board met as a Committee of the Whole on the above date at 4:00 p.m. in the Board Room of the Manor Middle School. Present were Mr. Anderson, Mr. Fields (arriving at 4:13 p.m.), Dr. Frerichs, Ms. Herr, Mr. Herr, Mr. Kline, Mr. Kreider, Mrs. Wert, and Mrs. Withum. Present from the administrative staff were Dr. Campbell, Mr. Skrocki, Mr. Stewart, and Mrs. Griffis. Also in attendance were Millersville University students and Dolores Warfel.

The meeting was called to order at 4:05 p.m. by Mr. Herr.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the May 8, 2000, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Withum, a second by Dr. Frerichs and a unanimous voice vote, he directed that the Minutes would stand approved as distributed.

Mr. Stewart reviewed the proposed Addition or Deletion of Co-curricular Activity Administrative Guidelines. He distributed a copy of the proposed guidelines and comments pertaining to them. He informed board members that the guidelines have been reviewed by the solicitor and the solicitor approved them. Mr. Stewart asked the board for their input indicating that a redraft could be done if necessary. Dr. Frerichs asked that item 3-h be changed to read "An assessment of impact on the academic program and/or the co-curricular program." Board members agreed with this suggestion and Mr. Stewart indicated the change would be made. Ms. Herr questioned the need to have the business manager review requests. Mr. Stewart said the business manager or other administrators can be approached for their opinion regarding a requested addition or deletion of a co-curricular program should the need arise. He then asked the board for approval to place the guidelines on the June School Board Meeting Agenda. Approval for placement of this item on the June School Board Meeting was

given on a motion by Ms. Herr, a second by Mr. Anderson, and a unanimous voice vote of the board.

Mrs. Griffis then presented information regarding the Act 48 Continuing Professional Education Plan. "Who Wants to be a Millionaire" was played as a means of reviewing the proposed plan. Mrs. Wert was the contestant with the remaining board members being the audience and Mrs. Warfel being the phone friend. Mrs. Wert became a "millionaire" by correctly answering the questions asked her by Mrs. Griffis without any assistance from the audience or phone friend. Mrs. Griffis then reviewed various aspects of Act 48. She informed board members that Act 48's impact will be insignificant for Penn Manor professional staff members due to the in-service program in place in the district. If every professional staff member meets Penn Manor's in-service requirements they will have two times as many hours as needed for the 5 year period. Mrs. Griffis then informed those in attendance that teachers who do not comply with the requirements of Act 48 would have their teaching certificate placed on an inactive status until complying with the requirements, PDE will maintain records for each professional employee with the information on record being supplied by the district, and extra hours or credits acquired in a five year period by a professional staff member cannot be carried over. Record keeping is going to be the biggest problem. Mrs. Griffis also explained that Act 48 is mandated by the state but is funded totally by the local school district. She stated that PDE's contribution will be the offering of 40 hours of free continuing professional development in the form of CD roms, distance learning, etc. Ms. Herr asked if Penn Manor could fight the mandate and questioned whether they should proceed in that direction. Dr. Campbell said that with the exception of the cost of time spent on record keeping this program will not cost the district much money but he said he would check into the feasibility of fighting the mandate. Mrs. Griffis asked the board for approval to place the Act 48 Continuing Professional Education Plan on the June School Board Meeting Agenda. Permission was granted on a motion by Dr. Frerichs, a second by Mrs. Withum, and a unanimous voice vote of board members in attendance.

Mr. Stewart then reviewed a request made by Mr. Mummau for an increase in athletic ticket prices as well as the addition of an All-Season Senior Citizen Pass. He reviewed the reasons for this request - an increase in official rates, additional costs for specific equipment, etc. Mr. Stewart stated that Anneville-Cleona, Donegal, Lampeter-Strasburg, and Pequea Valley already have similar prices in place and several other districts are

looking at similar increases. He asked for approval to place this item on the June School Board Meeting Agenda. On a motion by Mrs. Withum, a second by Mr. Anderson, and a unanimous voice vote, this item was approved for placement on the June School Board Meeting Agenda.

Dr. Campbell updated board members with regard to Plancon A and B of the Letort Elementary project. He reviewed the schematic plans which showed the addition of a library and third grade classroom. He stated that there has been discussion regarding having an all-purpose room versus adding a gym. The decision was made to go with an all-purpose room which would have a portable stage. The all-purpose room will provide a gym facility that is not of regulation size but more than adequate for elementary school usage and is in fact larger than the existing cafeteria. Dr. Campbell reviewed the office areas and speech, reading, IST, and kiln areas. Mrs. Wert asked if other elementary schools have kilns. Mr. Stewart said all the elementary schools have kilns. Dr. Campbell reviewed the planned traffic patterns for both bus and parent drop off and pickup. Ms. Herr raised a concern with the drop off/pickup arrangement for parents. Ms. Herr asked if the building is going to be air conditioned. Dr. Campbell stated that a decision regarding air conditioning of the building has not been made. He stated that air conditioning is an expensive item. However, he said he has a concern that if not done now we may wish it had been done at some point in the future. Ms. Herr and Mr. Herr both indicated that they felt it would be wise to air condition the building. Dr. Campbell stated that he felt that either the whole building would be air conditioned or at least areas used year round would be air conditioned. He stated that this decision can be made at a later date. Dr. Campbell reviewed the scheduled timeline. He said the board needs to move on this project as quickly as possible. Construction is scheduled to begin April 1, 2001 with the project scheduled for completion July 31, 2002. Dr. Campbell requested approval to place this item on the upcoming school board meeting agenda. Permission was granted on a motion by Mr. Anderson, a second by Mr. Fields and a unanimous voice vote of the board.

Mr. Stewart reviewed a request made by the Softball Boosters to use funds generated through advertising to build dugouts. He said advertising space on plaques would be sold for placement on the back of the dugouts. Softball Boosters anticipate selling enough plaques to build the dugouts. Any money earned after the dugouts were paid for from the sale of advertising would be a source of income for the boosters. Mr. Stewart said the request for using funds generated through advertising to build the dugouts could

be compared to what the band is doing with advertising on the side of their equipment truck. Other than these two instances, this has not been done in the past. Mr. Stewart asked for input from board members. Mr. Herr asked if any board members have a problem with this idea. Ms. Herr raised concerns with regard to this project. Mr. Anderson stated that he feels it is good that individuals want to do something without coming to the board for money. Mrs. Wert said she feels a policy should be looked at to deal with this topic as she has a concern with schools losing control of what is brought into the academic arena. Mr. Stewart said it might be a good idea to put administrative guidelines in place. Board members agreed that it was a good idea to have guidelines regarding the type of advertising allowed. It was recommended that administration would be responsible for screening the individuals who want to advertise. The board gave permission to go ahead with the project with the high school administration screening the individuals wishing to advertise. Mr. Stewart said he will develop administrative guidelines dealing with this topic and get back to the board.

Mr. Skrocki then reviewed the proposed budget. He reminded board members that there was a 2.32% increase when the preliminary budget was passed. A final budget figure will be locked in on Thursday, June 8. Currently an increase of 2.16% is indicated. Mr. Skrocki said the budget is now being fine tuned and he anticipates that the 2.16% figure will increase and will in fact be close to the preliminary adoption increase of 2.32%. On a motion by Mrs. Withum, a second by Mrs. Wert, and a unanimous voice vote the board approved placement of the final budget adoption on the June School Board Meeting Agenda.

Dr. Campbell asked board members to be sure to complete and return their IU Board Membership Ballots.

Mr. Skrocki updated the board with regard to the web cast of graduation. He said there were 400 unique visits to the web page with an additional 320 visits to the web page over the weekend. He stated that requests are being received to purchase either CD's or videos of graduation. Mr. Skrocki stated that the technology people were tied up for two days preparing for this presentation. It is possible that the potential money received from the sale of CD's and videos could cover the cost of the technology team's work. Dr. Frerichs suggested advertising the availability of CD's and videos. Mr. Skrocki stated that the students assisting with the presentation did a fantastic job. He stated that these students are enrolled in the CISCO program.

Dr. Campbell said he was very impressed with everyone involved in the project. He said he will be sending letters to the people from Apple thanking them for their participation. Ms. Herr asked if there was any media coverage of the presentation. Mr. Skrocki said PDE is going to pick up both the budget presentation and graduation after the fact. Discussion ensued regarding another individual who video taped graduation and is now selling the video. Mr. Skrocki said a live internet bulletin board of upcoming events which would run 24 hours a day is being looked at. Also being considered is the taping of voting meetings of the board. Mr. Kreider complimented Mr. Herr on the speech he made at graduation.

Mr. Skrocki reviewed the Student Activity Fund accounts. He reminded board members that the athletic account is a separate account. He informed board members that the accounts with an (X) before them showing a 0 balance are being closed out. He stated that accounts with small balances and no expected activity are being eliminated. Mr. Skrocki stated that the report on these accounts was provided for informational purposes only.

Dr. Campbell then reviewed the proposed Secondary Dean of Students position description. The fact that this position description is cited as a secondary position description would allow it to be used at both the middle school and high school level. He stated that he was recommending that the board approve the position description. On a motion by Mrs. Withum, a second by Mr. Kreider, and a unanimous voice vote this item was approved for placement on the June School Board Meeting Agenda. He also asked that the board approve the placement of Miss Anne Kinderwater in the position of Dean of Students at the Manor Middle School effective with the upcoming school year. Miss Kinderwater would be filling the vacancy caused by Mr. Lyon's retirement. He stated that there has been a great deal of professional growth in Miss Kinderwater and that both Miss Kinderwater and the administrative staff are excited about the recommendation. On a motion by Mrs. Withum, a second by Dr. Frerichs, and a unanimous voice vote the board approved the placement of Miss Anne Kinderwater as Dean of Students at the Manor Middle School effective with the 2000/01 school year on the June School Board Meeting Agenda.

Dr. Campbell informed the board that the Hambright PTO has purchased \$16,000 worth of playground equipment. He indicated that they contacted him questioning whether the board would be willing to assist in any of the purchase price. Dr. Campbell recommended that the board be very cau-

tious when considering funding this equipment. He stated that he doesn't have a problem with installing the equipment but stated he does not feel the district should go beyond that cost. The cost to install the equipment is estimated to be \$4,859. Board members discussed the wisdom of spending this much money on playground equipment, etc. Dr. Campbell recommended assisting with the installation of the equipment and nothing else. Board members agreed.

Mrs. Withum asked for discussion regarding the need for 4:00 p.m. meetings. She stated that she felt the board was kept well informed on what was going on and that 4:00 meetings should be held only as needed rather than having them scheduled throughout the year. Discussion ensued regarding the pros and cons of 4:00 meetings. Dr. Campbell suggested continuing scheduling the 4:00 meetings and then changing the time if there is no need to meet. Board members agreed.

Dr. Frerichs said he felt the Senior Sports Awards Night was well done and that Mr. Mummau did a nice job. It was noted that every effort should be made to be sure no student is missed when the lists are compiled for inclusion in the Senior Sports Awards Night program.

Ms. Herr said she will not be running again for the Federal Relations Network position. She stated it is an appointment made by Congressman Gekas. If any board member is interested they must let PSBA know. PSBA will send the interested board member the required information.

Mrs. Withum said the I.U. Board was shown a demonstration of the Manheim Township virtual classroom. She stated that she felt it was a nice presentation but the virtual classroom concept is not effective for the cost involved. Dr. Campbell said Penn Manor is looking into the virtual classroom concept and considering if it is profitable.

The Committee of the Whole adjourned to Executive Session at 6:26 p.m. on a motion by Dr. Frerichs, a second by Mr. Fields, and a unanimous voice vote.