

**MINUTES**  
Committee of the Whole  
January 7, 2002

The Penn Manor School Board met in Executive Session at 5:00 p.m. on the above date in the Board Room of the Manor Middle School. The board adjourned Executive Session and convened as a Committee of the Whole at 6:16 p.m. Present were Mr. Anderson, Dr. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis Herr, Mr. Kline, Mr. Kreider, Mr. Lyon, Mrs. Wert, and Mrs. Withum. Present from the administrative staff were Mr. Stewart, Mrs. Griffis, and Mr. Skrocki. Dr. Campbell was absent due to illness. Also in attendance were several Penn Manor residents, Mrs. Rhoades and Mrs. Warfel.

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

Mr. Willis Herr asked the committee whether there were any additions or corrections to the Minutes of the December 3, 2001, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Wert, a second by Mr. Anderson, and a unanimous voice vote, the minutes were approved as printed.

Mr. Charlie Reisinger updated the board with regard to LetterGrade. He explained that LetterGrade is an electronic grade book, a real-time attendance system, a digital communication tool, and a knowledge management tool for use by parents, teachers, and administrators. Mr. Reisinger stated that LetterGrade began with the Technology Strategic Plan. He reviewed the previous means of keeping attendance versus the current real time attendance system. The real-time attendance system also provides a way to place the information on the LetterGrade web page making the information available to parents shortly after attendance is taken. The addition of this information extends the Student Information System. Mr. Reisinger then reviewed the various programs looked at when searching for an attendance program. GradeQuick EDLine was looked at but was not fully integrated. PowerSchool and others were looked at but would have cost \$100,000 plus more than LetterGrade. LetterGrade was chosen not only because it integrated with the Tenex program but because it was a pro-

gram that could be developed in cooperation with Tenex providing an opportunity to develop a custom program. Because of this cooperative development of the program there was a reduction in price. This package designed by Penn Manor will become nationally available with Tenex benefiting from the work done by Penn Manor staff. Mr. Reisinger stated that development of LetterGrade began in May, 2001, with Manor Middle School parents receiving access letters Thanksgiving Weekend of 2001 and high school and Marticville Middle School parents receiving access letters for use of the program on December 1. The first month the program was available to parents there were 60,000 visits to the site. Mr. Reisinger indicated that he is very happy with the use to date. The board was then provided with a demonstration of the use of LetterGrade using fictitious students and student data for actual Penn Manor students with parental approval. Mrs. Wert questioned how many Penn Manor parents actually have access to a computer. Mr. Reisinger said a survey was done which indicated that 92% of secondary students have access to a computer and 87% of elementary students have access to a computer. For those parents not having a computer in the home, computers are available for parent use in school libraries. Mrs. Wert asked if Progress Reports would continue to be sent out. Mr. Reisinger indicated that they would since 100% of student homes do not have access to computers. Mr. Reisinger said due to the grade book used in the elementary schools they are not able to be part of the current LetterGrade. He stated that he would like to bring grades 5 and 6 on line in some fashion in the future. Mrs. Withum asked if a parent could communicate via e-mail with this system. Mr. Reisinger said that is being looked into. Dr. Frerichs asked if there could be some kind of e-mail system that could send, for instance, school closings. Mr. Reisinger indicated that this would be something to look into. Mr. Kline asked if all teachers participate in LetterGrade. Mr. Reisinger and Mrs. Griffis stated that teacher participation is a requirement. Board members questioned teacher feedback. Mr. Reisinger indicated that teacher feedback is mixed. Mr. Herr thanked Mr. Reisinger and his team for all the work they do.

Mr. Skrocki reviewed the 2002/2003 Employer Retirement Contribution Rate. He stated that Penn Manor is 1 of 501 school districts in Pennsylvania. The Pennsylvania School Employee Retirement System (PSERS) sets a rate for payment into the retirement fund with one half of the percent paid being reimbursed by the state. Mr. Skrocki stated that both the employee and employer pay a percentage into the fund. The school district

then gets reimbursed for one half of the contribution rate from the state in the form of subsidy. In 2001/2002 the employer rate was 1.09%. In 2002/2003 this rate will increase to 5.64% equaling a 434.8% increase. This is an uncontrollable cost due in part to the 25% increase in the retirement benefit for employees. Mr. Skrocki stated that he does not feel this is a one time exception to the usually low increase in the contribution rate. He feels it will happen again over the next several years. This increase in retirement contribution rate puts Penn Manor one million dollars in the hole when looking at the budget process which would amount to a 2.2% increase in taxes. Mr. Skrocki said he will recommend using the fund balance to offset this expense. He stated that this will be a very difficult budget year with additional shortfalls in the budget being reviewed in several upcoming items.

Mr. Skrocki informed board members that the Federal Reserve lowered Federal Funds rates 11 times in the past 12 months. He stated that short term rates have come down dramatically over the past 12 months - with rates being lowered eleven times during this time period. Mr. Skrocki said these facts have had a negative impact on school district interest earnings. Interest earnings of \$474,723 were projected for this year. Penn Manor will be \$325,000 shy on the revenue side of the budget. Mr. Skrocki stated that \$447,453 accrued income is expected for 2002/03 with a \$350,000 shortfall in revenue. Mr. Skrocki reconfirmed that this will be a very difficult budget year. Mr. Willis Herr asked if we are in a position to refinance any debt. Mr. Skrocki said not at this time.

Mr. Skrocki reviewed the request for approval to place an Eshleman Act 34 Hearing on the January School Board Meeting Agenda. He stated that this is a required public meeting where community members may look at financing, the instructional program, proposed renovations, etc. for the proposed Eshleman project. Mr. Skrocki stated that a meeting with architects regarding this project has resulted in the revision of anticipated total project costs from \$5,236,736 to \$5,990,198 an increase of \$753,462. Total construction costs increased \$612,005 from \$4,308,88 to \$4,902,893. Mr. Skrocki stated that this increase is due to the increased square footage in the cafeteria area arising from a decision to prepare food in house rather than use a satellite system, a BOCA required sprinkler system, updated construction costs, updated furniture and equipment costs, and updated soft costs. Mr. Skrocki reviewed the financial problems surrounding the

Eshleman construction project and the fact that due to increased costs there is now a shortfall of \$580,690 should this project move ahead as previously scheduled with completion scheduled for the summer of 2003. He provided the following options for financing this project at the newly cited costs. 1) Increase taxes to fund the shortfall. 2) Use the \$400,000 from the Athletic Capital Reserve Fund. 3) A short term financing note. Mr. Skrocki said any combination of the above cited three options could be employed using the fund balance. If the athletic fund money is used, athletic field improvements would have to wait until there is a sale of the corner property at Comet Field. Mr. Skrocki said the Eshleman project could also be delayed for a year and revisited next year at this time. Or, the Eshleman project could be put on hold until such time that financial conditions improve - paying off the existing bond issue in the interim. Mr. Skrocki stated that money for the Eshleman project needs to be on hand and spent by June of 2003 should the district proceed with this project on the current time line. It could take two to three years to get reimbursement money back from the Letort project. Mrs. Wert asked how costs for the Eshleman project would be affected if postponing the project for a year. Mr. Skrocki said architect fees to date are the biggest cost for the project but would not have to be spent again. He stated the district would not lose anything if the project stays the same. Mr. Willis Herr asked if a decision regarding approval of the Act 34 Hearing could be postponed for a month. Mr. Skrocki said the hearing could take place in March and still allow building occupation in August of 2003. Any approval later than that would delay students entering the building in the current timeframe. Mr. Skrocki recommended postponing a decision until February and moving ahead with an option chosen by the board at that time. Mr. Stewart stated that there is still a concern about whether the water system would be able to handle the required sprinkler system or if pumps would be needed. Board members discussed the pros and cons of delaying the project. Mr. Skrocki recommended using the \$400,000 from the Athletic Capital Reserve Fund for the Eshleman project. This would still leave a shortfall of \$180,000 which would require a tax increase to cover these costs. If the sale of the property at Comet Field to WAWA does not go through the district would have to wait until a new buyer could be found. Mr. Kline asked Mr. Anderson what his feelings were regarding this issue since he served on the committee handling the Eshleman and Letort Elementary School renovations. Mr. Anderson stated that Letort was in terrible shape when the decision was made to renovate it where Eshleman Elementary School is

not as bad. Therefore, he indicated he did not see the urgency for incurring a six million dollar debt. He stated that according to enrollment figures the Eshleman school is really not needed. He also stated that he has a concern with spending money that is not necessary. Mr. Anderson stated that he didn't think it is financially wise to continue with the Eshleman project at this time. In addition to a possible Penn Manor tax increase Mr. Anderson stated that individual state taxes will more than likely be going up. Mr. Kline asked if there is any other money available to Penn Manor. Mr. Skrocki said there was not and that subsidy was going to be scaled back. Dr. Frerichs asked if the Eshleman project could be put on hold if the Act 34 Hearing was held. Mr. Skrocki stated that legally it could be done but had a concern with public relations problems that would arise from such an occurrence. He stated that he felt it would be better to make a decision at this time. Dr. Frerichs asked if additional information would be available regarding Martic Elementary School concerns by next month. Mr. Skrocki said he did not anticipate additional information being available at that time. He stated that postponement of approval of the hearing for a month would simply give the board time to think about this issue. Mr. Willis Herr asked if problems at Martic Elementary School are large enough to raise concerns regarding maintaining the school. Mr. Skrocki said problems in the building are large and involve, water, HVAC, and sewage. He stated that Martic Elementary School would be the building to be looked at for renovations after Eshleman if the Eshleman project goes ahead as planned. He stated that the problems at Martic are more serious than those at Eshleman. Mr. Willis Herr asked if the problems were serious enough to need to close the building. Mr. Skrocki said they were not. Mr. Kline asked if expenses would occur over the next year at Martic due to these problems. Mr. Skrocki said he anticipates that they would. Mr. Kreider stated that he felt it would be wise to see what is going to happen with the economy and the problems at Martic before moving ahead on the Eshleman project. Mrs. Withum questioned whether we could be faced with two buildings needing renovations at the same time which could be a serious problem. Mr. Anderson said that is possible. Mrs. Wert stated that she felt Martic problems should be taken care of first and the Eshleman project postponed if necessary. Mr. Skrocki stated that the sewage and water at Martic are okay right now. Mr. Lyon asked what enrollment projections are with regard to needing Martic Elementary School. Mr. Stewart said there is no way to deal with not having a school in the southern end. After discussion, on a motion by Mrs. Wert, a second by Mr. Anderson, and

a unanimous voice vote it was decided to table this item until the February Committee of the Whole Meeting.

Mr. Stewart reviewed the Administrative Guidelines for Club Status Definition. He stated that he was recommending approval for placement of this item on the January School Board Meeting Agenda. Discussion ensued regarding the sentence in the third bulleted item stating that a “club coach must meet clearance and produce evidence of a current driver’s license.” Dr. Frerichs questioned the need for the portion of this sentence regarding evidence of a current driver’s license. He asked whether a coach would be prohibited from coaching if they did not have a driver’s license. Mr. Stewart stated that the purpose of this requirement is to ensure that coaches possess a valid driver’s license due to the possibility that they may provide transportation for players from time to time. After discussion it was determined that this sentence would be amended to read as follows: “Coaches must meet clearance requirements. Coaches will be asked to produce evidence of a valid and current driver’s license.” It was also determined that the second sentence in the fourth bulleted item would be amended to say “A league would have to exist, or be slated to exist, before any sport could be elevated to the approved status.” rather than to say “An approved league would have to exist, or be slated to exist, before any sport could be elevated to the approved status.” Mr. James Miller, 110 Bridle Circle, asked if the proposed guidelines were an athletic club status definition or a co-curricular definition in general. Mr. Miller also suggested the board reconsider the “approved league” designation if not an athletic guideline as there are clubs (i.e., band, music, etc.) that are not part of a league. Mr. Stewart stated that he was considering athletics when drafting these guidelines as that was the area being dealt with at the time. He stated that a different guideline could be drafted, if necessary, for non-athletic clubs. After discussion, it was determined that the guidelines in question would be amended to indicate that they are an Athletic Club Status Definition. In the first sentence of the first paragraph, the word “co-curricular” was removed and “organized and established” inserted in its place. A copy of these guidelines is attached to the Minutes. With these changes, this item was approved for placement on the January School Board Meeting Agenda on a motion by Mr. Thomas Herr, a second by Mr. Kline, and a unanimous voice vote.

Mr. Stewart reviewed a request for Boys’ and Girls’ Lacrosse, junior varsity

and varsity, to be elevated to club status. He stated that no additional funding would be provided. Any transportation costs for the teams would have to be paid for by Lacrosse. This item was approved for placement on the January School Board Meeting Agenda on a motion by Mr. Kline, a second by Mr. Lyon, and a unanimous voice vote.

Mrs. Griffis presented information to the board with regard to Cyber Schools. She stated that Lancaster and Lebanon school districts have already had \$410,000 in subsidy payment deductions. Deductions could go as high as 2.6 million dollars for the 444 Lancaster and Lebanon county students enrolled in the Einstein Academy (T.E.A.C.H.). Mrs. Griffis stated that Penn Manor School District budgeted \$30,000 for the 2001/2002 school year for Charter School costs. She said the administration will be recommending budgeting \$250,000 for cyber school students for 2002/2003. Penn Manor receives an average of \$1,500 in Basic Instructional Subsidy per student but will have to pay Penn Manor's tuition rate (approximately \$5,067.30) per student attending a cyber school. To date PDE has deducted \$24,069.78 for 24 students on 11/29/01 and \$17,735.62 for 20 students on 12/27/01. Mrs. Griffis reviewed the invoices sent to Penn Manor from Einstein and an invoice received from Pennsylvania Virtual Charter School on 2/10/01 for 10 students in the amount of \$35,128.60 for a period from July-January. Mrs. Griffis went on to explain that subsidy deductions are based on cyber school child accounting and that the Einstein invoices are incorrect. She stated that district taxpayers are paying for these invoices in 2001/2002 with subsidies being paid to the district in 2002/2003. Mrs. Griffis said George Brubaker has filed a petition to stop PDE from deducting funds from subsidy payments. This petition also requires PDE to conduct an evidentiary hearing. The petition filed by Mr. Brubaker is strictly a billing issue. The PDE web site dealing with cyber schools was visited and a report prepared by KPMG Consulting for PDE regarding cyber schools in Pennsylvania, the number of students attending each school, the revenue per student, and estimated cost per student was reviewed. Mrs. Griffis then reviewed highlights of the Levin Litigation which is directed at the Einstein Academy and states that the Charter School Law is unconstitutional, Charter Schools are not organized as public nonprofit corporations, cyber schools are not authorized by Charter School law, Einstein violates special education laws and funnels tax dollars to a for-profit corporation known as Tutorbots, Inc. The litigation also says the Einstein Academy violates the Sunshine Act and members of the Board

of Trustees breached their fiduciary responsibilities. Mrs. Griffis said it was being recommended that Penn Manor join this litigation. The costs to be part of the Levin suit would be approximately \$35,000 a month which would be divided by participating school districts. In November, 63 schools were participating at a cost of \$563 per month. In December, 83 districts were participating at a cost of \$470 per month. Mrs. Griffis also stated that a district may place a cap on the fees. This cap, once met, could be raised if the district so desires. If a district joins the suit and later drops out at their cap the preliminary injunction is no longer in place. The district would have to start over. She stated that the district is protected by a preliminary injunction. Einstein would not be able to educate Penn Manor students, invoice the district, or ask the state to make deductions from Penn Manor subsidy. Penn Manor could gain financially from a favorable settlement or could possibly have no financial gain. Mrs. Griffis said the recommendation being made is for Penn Manor to join the Levin litigation with a \$10,000 cap. She stated this cap would be revisited later in the year to determine if the board wants to continue with the litigation or drop out. Mr. Kline asked what Penn Manor could gain from a settlement. Mrs. Griffis said there are various unknowns involved - the total financial gain, financial gain if we drop out at cap, how long the litigation will take, what will happen in individual counties in the courts, and if the lawsuit will eventually include other cyber schools. Mr. Skrocki said \$250,000 will be budgeted for next year but may not be enough. The recommendation to join the Levin litigation was approved for placement on the January School Board Meeting Agenda on a motion by Mrs. Withum, a second by Mr. Thomas Herr, and a unanimous voice vote.

Mr. Skrocki reviewed a recommendation being made to enter into a contract with Official Payment Corporation effective 7/1/02 at no cost to the district for internet based tax collection. He stated that individuals would be able to pay their taxes via the internet. A \$35 fee would be incurred for this service for the individual paying their taxes based on the average assessed value of a property in Penn Manor School District. Board members asked what the advantage would be for an individual paying the fee to pay their taxes via the internet. Mr. Skrocki gave the example of an individual who would earn frequent flier miles as well as the convenience provided by this type of payment. He stated that it will be interesting to see how many people will take advantage of this opportunity. He said he has no expectations of how many people will do so. This item was ap-



proved for placement on the January School Board Meeting Agenda on a motion by Mr. Kline, a second by Mrs. Wert, and a unanimous voice vote.

Mr. Stewart reviewed the Coordinator of Athletic Co-curricular Activities Position Description being recommended for placement on the January School Board Meeting Agenda. He stated that it is similar to the existing position description except that certification is not required for an individual filling this position under this position description. Technology skills are a requirement under the new description. Dr. Frerichs asked if this position would take the place of the Athletic Director. Mr. Stewart said it would be a new job description for the person filing that role. This item was approved for placement on the January School Board Meeting Agenda on a motion by Mr. Kline, a second by Mr. Anderson, and a unanimous voice vote.

Mr. Stewart reviewed the original agreement for the Penn Manor Resource Officer, Jason Hottenstein (first officer). He stated that Jason has been a real asset to Penn Manor and the administration is very pleased with the success of the program. Mr. Stewart stated that Penn Manor is at a place in the agreement where an agreement is needed for Mr. Hottenstein's continued work with the district. District financial input is now required for his continued employment. Mr. Stewart has spoken with Millersville Borough regarding a possible agreement for Officer Hottenstein's fourth year of employment. He is recommending a 60/40 split with Millersville Borough. Penn Manor would pay 60% of the cost with a cap of \$37,000 a year and Millersville Borough would pay 40% of the cost. Mr. Stewart also reviewed the possibility of acquiring a second resource officer. He recommended not pursuing the second officer. Millersville Borough wants Penn Manor to pay \$64,000 for the second officer in the fourth year as they do not need an additional police officer and he would not benefit the Millersville Borough Police Department. Mr. Stewart indicated he would ask the school district solicitor to eliminate the second officer from the agreement and focus on the first officer. Approval to proceed with the agreement per Mr. Stewart's recommendations was granted on a motion by Mr. Kline, a second by Mr. Anderson, and a unanimous voice vote.

The January School Board Meeting Agenda was reviewed.

The meeting adjourned at 8:26 p.m. on a motion by Mr. Anderson, a second

by Mrs. Withum, and a unanimous voice vote.

January 7, 2002

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room of the Manor Middle School. The meeting was called to order by the President, Mr. C. Willis Herr, at 8:37 p.m.

The following members were present: Mr. Donald H. Anderson, Dr. Richard L. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis Herr, Mr. Patrick T. Kline, Mr. Jeffrey G. Kreider, Mr. Jeffrey E. Lyon, Mrs. Donna J. Wert, and Mrs. Kelly K. Withum. Also present were Mr. Stephen B. Skrocki, Administrative Assistant for Business, Mr. Donald F. Stewart, Administrative Assistant for Personnel and Planning, and Mrs. Ellen P. Griffis, Administrative Assistant for Curriculum and Instruction. Dr. Gary B. Campbell, Superintendent, was absent due to illness.

The meeting was opened with prayer by Mr. Patrick T. Kline and was followed by the salute to the flag.

Mr. Willis Herr announced that the next regularly scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, February 11, 2002, in the Board Room of the Manor Middle School at 8:15 p.m.

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

Mr. Willis Herr asked if there were any additions or corrections to the Minutes of the December 3, 2001, School Board Meeting. There were none. It was moved by Mrs. Withum and seconded by Mr. Lyon to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mr. Stewart thanked Mrs. Rhoades for her efforts in creating the table skirts used for board meetings and for her handling of the "School Spirit" clothing drive. He stated that \$11,000 worth of clothing was sold - a total of 747 items. It is hoped that this type of district-wide spirit clothing sale can continue in the future. Mr. Stewart updated the board with regard to the state of Dr. Campbell's health. He informed them

that Dr. Campbell entered the Johns Hopkins Hospital and had by

2893

pass surgery for the second time. The surgery went well and Dr. Campbell returned home in a very short time. Within two days of Dr. Campbell's return home he was in Lancaster General Hospital with complications related to the surgery. He made very good progress in recovering from these complications and is home now and resting. He is feeling better but has a period of recovery. Mr. Stewart said everyone is wishing him a speedy and full recovery. Mr. Stewart also stated that Dr. Campbell wished to thank everyone for their thoughts, cards, and prayers.

Mr. Stewart then informed those in attendance that January is Board Recognition Month. Board members were presented with a gift from the administration and thanked for their service to the district and students.

Mrs. Griffis invited board members to attend the Readathon being held on March 2 in the high school library from 9:00-11:00 a.m.

Mr. Michael Stone, Senior Student Council Representative, informed those in attendance that the Winter Concert was held at the high school on December 12. He stated that the winter sports season is half finished and a Pep Rally was held. Mr. Stone stated that a committee has been formed, which he is a member of, to consider how to best use the \$56,000 grant money received for improving high school PSSA scores. He thanked Mr. Willis Herr for donating the Christmas tree at the high school.

It was moved by Mrs. Withum and second by Mr. Anderson to approve the Treasurer's Reports for the months of November and December, 2001, as presented and to authorize payment of bills in the amounts of \$109,091.43 dated December 4, 2001, \$34,619.38 dated December 10, 2001, \$17,492.24 dated December 11, 2001, \$329,516.83 dated December 12, 2001, \$278,750.44 dated December 14, 2001, \$17,512.59 dated December 18, 2001, \$671,019.56 dated December 21, 2001, \$477,123.36 dated December 26, 2001, and \$8,585.97 dated December 28, 2001, for a total of \$1,943,711.80 from the General Fund; \$3,837.75 dated December 7, 2001, and \$155,846.88 dated December 10, 2001, for a total of \$159,684.63 from the Cafeteria Fund; \$284.92 dated December 6, 2001, for a total of 284.92 from the Athletic Reserve Fund; and payroll in the amounts of \$591,327.86 dated December 12, 2001, and \$581,103.69 dated December 26, 2001. The following call vote was tak-

en on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

Item 1A - Act 34 Hearing was tabled.

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the Club Status Definition Administrative Guidelines as amended and cited on pages 7-8 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.  
(see pages 7-8)

It was moved by Mrs. Withum and seconded by Mr. Thomas Herr to approve the elevation of the Boys' and Girls' Lacrosse varsity and junior varsity teams to club status effective immediately. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Anderson to approve the participation of Penn Manor School District in the Cyber School Lawsuit per the Resolution cited on page 9 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 9)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve a contract with Official Payment Corporation for Internet Based Tax Collection effective 7/1/02 at no cost to the district. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Thomas Herr and seconded by Mr. Kline

Description as amended and as cited on pages 10-11 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 10-11)

It was moved by Mrs. Withum and seconded by Mr. Kreider to approve the budget transfers as listed on Penn Manor's web page. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Anderson to approve the actions of the Judicial Review Committee as cited on page 12 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 12)

It was moved by Mrs. Withum and seconded by Mrs. Wert to approve a contract with Cumberland Analytical Laboratories as asbestos consultant for the Eshleman project per the proposal cited on pages 13-14 of the agenda. Payment to be made from the Eshleman Capital Reserve Fund. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 13-14)

It was moved by Dr. Frerichs and seconded by Mr. Kline to grant authorization to advertise for bids for playground equipment at Lertort Elementary School. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve ELA for engineering services on the Eshleman Elementary School project at an estimated cost of \$29,500-\$33,500. Payment to be made

from the Eshleman Capital Reserve Fund. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C.

**2896**

Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve the individual listed below to the position of ticket taker, ticket seller, timer, and scorer for the winter sports season.

Theresa Kreider

The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve submission of the Federal Surplus Property Application as cited on pages 15-22 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.  
(see pages 15-22)

It was moved by Mrs. Withum and seconded by Mr. Anderson to accept the individuals listed on page 23 of the agenda for employment according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.  
(see page 23)

It was moved by Mrs. Wert and seconded by Mr. Thomas Herr to approve the individuals listed on page 24 of the agenda for substitute teaching 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. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 24)

It was moved by Mrs. Withum and seconded by Mr. Kreider to appoint the individuals cited below to the co-curricular positions listed for the 2001/2002 school term with the stipend to be determined.

Technical Supervisor, Spring Musical.....Jim Knapp  
 Technical Supervisor, Entertainment PM.....Jim Knapp  
 Chess Team Advisor..(1/2 position).....Craig Wille  
 Chess Team Advisor..(1/2 position).....Thomas Wainman

The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Kline to grant tenure to the individual listed below as she has completed the requirement of three years of satisfactory teaching performance with the school district.

Julie C. Bibiloni

The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Dr. Frerichs to grant Designated Family Medical/Family Medical Leave to the individuals listed on page 25 of the agenda according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 25)

It was moved by Mrs. Withum and seconded by Mr. Kreider to accept the individuals listed on page 26 of the agenda as amended for employment or change in status(\*) according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L.



Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 26)

**2898**

It was moved by Dr. Frerichs and seconded by Mrs. Withum to accept the following bus drivers for the 2001/2002 school year.

Wendy Blake  
Larry Blankenmyer  
Susan Froehlich  
Jimmy Morales-Vega  
Jean Petney

The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve J and P Engineers for geothermal engineering and design services for Eshleman Elementary School for a cost not to exceed \$12,000. Payment to be made from the Eshleman Elementary Capital Reserve Account. The following call vote was taken on this motion. Donald H. Anderson, no; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, no; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve Professional Services Industries for geotechnical engineering services for Eshleman Elementary School at an estimated cost of \$5,810. Payment to be made from the Eshleman Elementary Capital Reserve Account. The following call vote was taken on this motion. Donald H. Anderson, no; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, no; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

The meeting adjourned to Executive Session at 9:02 p.m. on a motion by Mr. Anderson, a second by Mrs. Wert, and a unanimous voice vote.

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C. Willis Herr, President

Dolores E. Warfel, Secretary