

MINUTES
Committee of the Whole
April 15, 2002

The Penn Manor School Board met in Executive Session for the purpose of discussing personnel and real estate issues at 5:30 p.m. on the above cited date in the Board Room of the Manor Middle School. They adjourned the Executive Session and met as a Committee of the Whole at 7:11 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 Ms. Liz Brown from RBC Dain Rauscher and Mr. Bill McCarty from Hartman Underhill & Brubaker for their presentation, Penn Manor residents, and Mrs. Dolores Warfel.

Mr. Willis Herr asked if there were any Citizen's Comments. Mrs. Katie True, a candidate for the vacant 41st District Republican House seat introduced herself and provided the board with her educational and political background information. Mr. Herr thanked Mrs. True for attending the meeting.

Mr. Willis Herr asked the committee whether there were any additions or corrections to the Minutes of the April 1, 2002, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Thomas Herr, a second by Mr. Kline, and a unanimous voice vote, the minutes were approved as printed.

Ms. Liz Brown from RBC Dain Rauscher and Mr. Bill McCarty from Hartman Underhill and Brubaker presented the board with information relative to the refunding of the 1996A bond issue. Ms. Brown reviewed the savings which would result from this refunding. She said the present value savings from the cash flow is \$1,544,583.34, minus \$1,403,313.7 prior funds on hand, plus \$3,377.42 from refunding funds on hand for a total net present value savings of \$144,647.01. Ms. Brown said the General Obligation Bonds, Series of 2002 would have a principal amount of \$4,330,000. These bonds are non-callable bonds with a final due date of June 1, 2008. Mr. McCarty then reviewed the purchase contract that would be in effect for the General Obligation Bonds, Series of 2002, if approved by the board per

the specific terms cited in the contract. He stated that the refunding of the 1996A Bond would be paid off on June 1, 2002, and bond holders will be informed of the refunding 30 days prior to the closing date. Mr. Willis Herr thanked Ms. Brown and Mr. McCarty for their presentation. Approval for placement of this item on the April School Board Meeting Agenda was granted on a motion by Mrs. Withum, a second by Mr. Kline, and a unanimous voice vote.

Mr. Skrocki reviewed Letort change orders amounting to \$10,025.87. He stated that to date change orders amounting to \$66,000 have been requested for the Letort project. That is \$64,000 under budget of the amount projected for change orders. There are still a few change orders being negotiated. Mr. Skrocki asked for approval to place these change orders on the April School Board Meeting Agenda. Approval was granted on a motion by Dr. Frerichs, a second by Mrs. Withum, and a unanimous voice vote.

Mrs. Griffis reviewed the history behind the Reading Recovery program which has been in existence since 1992 and the fact that Dr. Campbell has been the coordinator of the program. She stated that the Reading Recovery program is being looked into with regard to cost effectiveness. Reading Recovery was a program developed in New Zealand. She said it is a short term pull out intervention program for the lowest achieving first graders. Mrs. Griffis stated that one teacher would meet with four students over a period of 12-20 weeks. The intent of the program is to help students function in a first grade classroom. Reading Recovery must operate the same in every district having the program. A trainer workers with teacher leaders who in turn train and support Reading Recovery teachers. The Reading Recovery teachers in each building would then work with the first graders in their buildings. Mrs. Griffis informed the board that half of the cost of salaries for the teachers in the Reading Recovery program is currently paid for by Title I monies. Funding from Title I for the Reading Recovery program may not be available in the future as the funding is being reduced and Reading Recovery may not be eligible for Title I funds. This is a big concern of districts currently involved in Reading Recovery since the program can not be changed to match what Title I funding will cover. Mrs. Griffis said no districts are currently training teachers due to the cost concerns. Reading Recovery is a very costly program. She also said long term CSS and extended day kindergarten need to be looked at in combination

with the Reading Recovery program subce ut is not as effective as it once was alone. Also, Texas and California are either reducing Reading Recovery services or eliminating them. These two states drive what happens across the rest of the country educationally. Mrs. Griffis then discussed the I.U. Reading Recovery Consortium which began at approximately the same time as the Penn Manor Reading Recovery program. She stated that the administrative team has discussed the possibility of joining the I.U. Consortium. Belonging to the I.U. Consortium would be less costly for Penn Manor due to the fact that the I.U. has more members. The possibility of joining the I.U. Consortium has been discussed with Mrs. Cuba and Mrs. Shepherd, Penn Manor's Teacher Leaders. Mrs. Griffis said she is uncertain what joining the I.U. Consortium would mean with regard to Mrs. Cuba and Mrs. Shepherd but she is certain they would have to be used differently. Mrs. Griffis said she would like to see a form of Reading Recovery at all grade levels versus only first grade. Mr. Kreider asked what the results have been with regard to students who participated in Reading Recovery. Mr. Griffis said 80% of the students discontinue from the Reading Recovery program with 50-60% of those students needing another form of reading support later such as CSS. Mr. Stewart stated that \$190,000 of Title I money is spent to support Reading Recovery. President Bush's education plan will not allow Title I money to be used for pull out programs. Mrs. Griffis said she will be meeting with Cindy Anderson at the I.U. in the next few days and would like to be able to tell her Penn Manor is considering disbanding their Reading Recovery program and would like to join the I.U. Consortium. She said she will come back to the board next month with additional information and ask for approval to join the I.U. Consortium.

Mrs. Wert reviewed the Lancaster County Academy Budget. She said the budget includes seats for 10 Penn Manor students at a cost of \$22,977. Mrs. Wert said Penn Manor has sold 3 of the 10 seats to another school district. Although she was not certain why 3 seats were sold she indicated it could possibly be due to the Twilight School Program. Mrs. Wert said the Academy has not charged the district for their curriculum since 1993 with part of the indicated increase in budget cost being due to an update on curriculum. She stated that the Academy will once again be applying for a Work Force Investment Grant which it has gotten for the last seven years. If the Academy receives this grant, Penn Manor could receive a rebate on the cost currently proposed. Mrs. Wert requested approval of this item for placement on the April School Board Meeting Agenda. Approval was

granted on a motion by Mr. Kline, a second by Dr. Frerichs, and a unanimous voice vote.

Mr. Stewart asked for approval for placement of the Executive Administrative Secretary Position Description on the April School Board Meeting Agenda. He stated that this position description was being submitted as an attempt to update position descriptions. Approval for placement of this item on the April School Board Meeting Agenda was granted on a motion by Mrs. Withum, a second by Mr. Lyon, and a unanimous voice vote.

Mr. Kline reviewed the Lancaster County Career & Technology Center budget for 2002/2003. He stated that there was a 6.34% increase due to factors similar to those facing Penn Manor - increase in retirement rate and health insurance costs. This increase is lower than expected as the CTC worked hard to minimize the increase. For example, they increased the cost of Adult Education Classes in an attempt to minimize the increase. There will be an overall increase for Penn Manor of \$6,000. Penn Manor's average daily enrollment has declined. Mr. Kline stated that Dr. Burley, Director of the CTC, will be retiring at the end of this school year. He stated that Dr. Burley is in attendance tonight and will be recognized for his years of service at the upcoming School Board Meeting. Approval for placement of the 2002/2003 Lancaster County Career & Technology Center Budget on the April School Board Meeting Agenda was granted on a motion by Mr. Kline, a second by Mrs. Withum, and a unanimous voice vote.

Mr. Stewart reviewed a Request for Land Use Evaluation by ELA for the Manor Middle School. He reminded board members that in January, 2000 members of the Fields Committee made a report to the board requesting support of a five year plan. Two requests for field studies were included in this report - one for Comet Field and one for Manor Middle School fields. Mr. Stewart stated that he was asking for approval to develop a plan for 3 Manor Middle School fields located in the northern part of the Manor Middle School grounds - a soccer field, football field and lacrosse field. The anticipated cost of \$13,500-\$15,000 is for the study only. The cost does not include funds to complete the project. The fields would be designed for middle school and community use. Mr. Stewart stated that community members on the Fields Committee have expressed a willingness to help with this project. Mrs. Withum expressed her concern with work being done in the northern end of the district versus no work being done on

fields in the southern end of the district. Mr. Stewart said this plan will improve fields currently in existence and add parking space it will not provide new fields. He stated he needs to come back to the board in July or August with recommendations for expenditure of the \$250,000 grant recently received. The board approved placement of the Request for Land Use Evaluation on the April School Board Meeting Agenda on a motion by Dr. Frerichs, a second by Mr. Kline, and a unanimous voice vote.

Mr. Skrocki reviewed a resolution relating to the Lancaster-Lebanon Public Schools Insurance Pool. Under the agreement of this resolution the expiration date of each Renewal Term of the Pool and the withdrawal notice deadline for each Term of the Pool would coincide with the expiration date of each renewal term of the Lancaster-Lebanon Public Schools Workers' Compensation Fund and the withdrawal notice deadline for each term of such Workers' Compensation Fund. The Term of the Pool will be shortened from 3 years to 2 years which means the Term will now end June 30, 2003. The months of notice required for withdrawal to be given by a participant of the pool will be extended from 6 months to 9 months. Mr. Skrocki said these changes will not have an impact on Penn Manor. He requested approval for placement of this item on the April School Board Meeting Agenda. Approval was granted on a motion by Mrs. Wert, a second by Mrs. Withum, and a unanimous voice vote.

Mr. Skrocki reviewed Penn Manor's debt service and preliminary budget numbers for the 2002/2003 budget. He reviewed debt service information as cited on Penn Manor's web page citing dramatic reductions in the debt service in 2009/2010 and 2010/2011. He stated that 2015/2016 will be the last year for debt in the district. Mr. Skrocki informed the board that the 2002/2003 budget will be lowered by \$135,000 due to the bond refunding. Main highlights of the budget were reviewed. Mr. Skrocki reviewed the cost for Professional Development Leaves. He said there are one full year leave at half pay and eight half year leaves at full pay approved for 2002/2003. Long term substitute teachers will have to be hired to replace the teachers on leave at a cost of \$169,000. The 2002/2003 budget has been updated to reflect this figure. This is an increase of \$70,000 over 2001/2002. Mr. Kreider asked if there is a limit on the number of leaves that can be approved. Mr. Skrocki said four leaves for a half year each semester can be approved at full pay. Mr. Stewart said, per the Negotiated Agreement, the limitation would be that no more

than 10% of eligible employees can be approved for Sabbaticals for Restoration of Health and Professional Development Leaves at any one time. Mr. Skrocki then reviewed the 4.26 full time equivalent new staff requests being made at a cost of \$144,000. Mr. Skrocki then reviewed current preliminary budget figures. He said 50.4 million dollars is anticipated on the revenue side and 52.8 on the expenditure side with a shortfall of 2.4 million dollars. Mr. Skrocki said the administration is recommending the use of 2.5 million dollars from the fund balance to cover the shortfall for a proposed tax increase of 5.03%. He stated that he was very pleased with the proposed figure given the fact that the anticipated increase started at 16%. Not reflected in these calculations is the savings from refunding of the bond. Anticipated legislation regarding the retirement rate may also provide further relief in the budget. Mr. Skrocki said the fund balance would be approximately 6 million dollars at the end of 2002/2003. He said the budget will continue to be updated daily until its final adoption in June. Graphs relating to millage history were reviewed. Mr. Skrocki said Penn Manor's current millage rate of 14.12 would be increased to 14.83 mills at the currently anticipated 5.03 tax increase. Mr. Stewart expressed his confidence in the numbers presented. He said the anticipated increase could be half of the increase anticipated by some neighboring school district. Mr. Stewart commended Mr. Skrocki for his efforts.

Mr. Willis Herr reviewed the April School Board Meeting Agenda.

Mrs. Withum informed those in attendance that the New Orleans conference was very worthwhile. She stated that she attended several technology presentations and came away from them realizing how far ahead of other districts we are in the area of technology. She stated that she also attended a meeting regarding "paperless board meetings" that she found interesting.

The meeting adjourned at 8:07 p.m. on a motion by Mr. Anderson, a second by Mrs. Wert, and a unanimous voice vote.

April 15, 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 8:19 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. Donald F. Stewart, Substitute Superintendent, Mrs. Ellen P. Griffis, Administrative Assistant for Curriculum and Instruction, and Mr. Stephen B. Skrocki, Administrative Assistant for Business. Dr. Gary B. Campbell, Superintendent, was absent due to illness.

The meeting was opened with prayer by Mrs. Donna J. Wert 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, May 13, 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 March 11, 2002, School Board Meeting. There were none. It was moved by Mrs. Withum and seconded by Mr. Kline to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Miss Melissa Pohlman, Junior Student Council Representative, informed those in attendance that the Student Council, at its last meeting, discussed a committee for discipline as relating to rules and regulations and started a Recognition Committee to recognize students throughout the high school for their achievements. Student Council members were selected to serve on this committee. She stated that a trial "social" is going to be

held to see if participation at events can be increased. This ev-

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ent will not take away from the Spring Fling. Mr. Michael Stone, Senior Student Council Representative, informed board members that PSSA tests for juniors were taking place, Entertainment PM would be held April 20, the Spring Concert would be held on May 8, and the Festival of Learning would take place on May 9 at which time there would also be a concert for the Disaster Relief Fund in NY.

Mr. Stewart introduced Mr. Jeff Roth, Director of Co-curricular Athletic Activities who he said was present to recognize Cameron Hollinger and Mrs. O'Day his swim coach. Mr. Roth said it was a pleasure to recognize Cameron Hollinger, a high school junior, for his accomplishments when representing Penn Manor on the swim team. He said Cameron is the kind of student that other students look up to and is an excellent role model. He said Cameron's accomplishments are outstanding and well deserved. Mr. Roth showed a video of Cameron's 45.2 second gold medal swim in the AAA 200 Meter Freestyle. Mr. Roth said Cameron also won a second gold medal in the AAA 100 Meter Freestyle. Cameron has won a gold medal in the AAA 200 Meter Freestyle in 2000/2001 and 2001/2002. In the past five years Cameron has won five gold medals at the state level for Penn Manor. Mr. Roth presented Cameron with a framed newspaper article about him. Mr. Willis Herr presented Cameron with a certificate from the Penn Manor School Board in recognition of his accomplishments. Mr. Stewart recognized Cameron's family for their support of Cameron.

Mr. Kline introduced Dr. Richard Burley, Director of the Lancaster County Career & Technology Center. He told Dr. Burley that the board and administrative staff wanted to thank him for what he has done for the community and Penn Manor students. Mr. Kline stated that he is very impressed with what goes on at the Career & Technology Center and recognized Dr. Burley for what he has done for the students and adults attending there. Dr. Frerichs presented Dr. Burley with a Resolution in recognition of his contributions.

Mr. Stewart thanked Mrs. Cindy Rhoades and Mr. Jeff Himes for their efforts in having student work displayed in the board room. He stated that the art work will be changed periodically throughout the school year. Mr. Stewart said the girls' soccer team received positive newspaper coverage. They were undefeated. The boys' volleyball team won the Comet Clash. Mrs. Griffis reviewed the PSSA Writing scores for grades 6 and 9

which were taken in October. She said the administration is very happy with the scores. All scores were either within or above the

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ranges. This is the first time special education students need to take this test.

It was moved by Mr. Lyon and seconded by Mr. Kreider to approve the Treasurer's Reports for the month of March, 2002, as presented and to authorize payment of bills in the amounts of \$307,214.05 dated March 6, 2002, \$18,289.42 dated February 26, 2002, \$77,483.52 dated March 6, 2002, \$1,739.51 dated March 8, 2002, \$97,039.52 dated March 5, 2002, \$139,497.06 dated March 12, 2002, \$485,009.51 dated March 20, 2002, \$70,826.47 dated March 12, 2002, \$13,292.57 dated March 20, 2002, \$441,028.49 dated March 22, 2002, and \$83,659.81 dated March 26, 2002, for a total of \$1,735,079.93 from the General Fund; \$120,969.18 dated March 12, 2002, \$34,861.31 dated March 21, 2002, and \$67,155.88 dated March 27, 2002, for a total of \$222,986.37 from the Cafeteria Fund; \$31,342.00 dated March 15, 2002, and \$156,433.37 dated March 18, 2002, for a total of \$187,775.37 from the Capital Reserve Fund; \$1,000.00 dated March 4, 2002, \$602.98 dated March 15, 2002, \$29,711.67 dated March 18, 2002, \$201.50 dated March 21, 2002, and \$6,170.00 dated March 22, 2002, for a total of \$37,686.15 from the Eshleman Reserve Fund; \$4,600.00 dated February 23, 2002, and \$414,156.57 dated March 15, 2002, for a total of \$418,756.57 from the Athletic Reserve Fund and payroll in the amounts of \$594,942.45 dated March 20, 2002, \$605,193.60 dated April 3, 2002. 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 textbooks to be purchased from the 2002/2003 budget and textbooks being obtained via the 2001/2002 PSSA Grant Funding for supplementation of selected curriculums per the exhibit cited on page 10 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 10)

It was moved by Mrs. Wert and seconded by Dr. Frerichs to approve the addition of a Special School Board Meeting to the already sched-

uled Committee of the Whole Meeting on Monday, May 6, 2002. The following call vote was taken on this motion. Donald H. Anderson, yes;

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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. Thomas Herr to approve additional hours of secretarial support to the office of the Director of Co-curricular Athletic Activities effective with the 2002/2003 school year as cited on page 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 page 11)

It was moved by Mr. Kreider and seconded by Mr. Thomas Herr to approve an increase in ESL salary based on the regular teacher hourly rate effective with the 2002/2003 school year. The rate for 2002/2003 would be \$28 per hour. 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. Kline and seconded by Dr. Frerichs to approve the Addendum to the Administrative Compensation Plan relating to retirement 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)

Item 1F - Addendum - Administrative Compensation Plan relating to secretarial compensation was tabled on a motion by Mr. Kreider, a second by Mr. Thomas Herr, and a unanimous voice vote.

It was moved by Mrs. Withum and seconded by Mr. Kreider to approve the Resolution challenging the constitutionality and/or legality of the Charter School Law and of the Western PA Cyber Charter School and/or the PA Virtual Charter School as cited on page 14 of the agenda with the placement of a \$10,000 cap on financial commitment to the litigation. The

following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr,

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yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 14)

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve the Vacation Schedule for eligible classified staff as cited on page 15 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 15)

It was moved by Mrs. Wert and seconded by Mr. Anderson to approve a custodial charge of \$20 per hour which applies when a group whose accounts are maintained with the category "Student Activity Accounts" sponsors a dance for the students of Penn Manor High School and the creation of a fee of \$50 for partial set up and \$100 for full set up of the dance effective 4/16/02. 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. Kline to approve refunding of the 1996A bond issue as per the resolution and exhibits attached to the minutes. 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. Anderson and seconded by Mr. Thomas Herr to approve change orders in the amount of \$10,025.87 to Grenier Industries as cited on page 16 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 16)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the Lancaster County Academy 2002/2003 Budget in the amount of

\$260,922. Penn Manor will be billed \$22,977. 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

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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. Kline to approve the Executive Administrative Secretary Position Description as cited on pages 17-19 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 17-19)

It was moved by Mr. Kline and seconded by Dr. Frerichs to approve the following resolution:

RESOLVED, that this board of school directors hereby approves the Lancaster County Career & Technology Center’s Proposed General Fund Budget 2002/2003, including without limitation the capital expense (paid by school districts based on market value allocation) and the operating expenses (paid by school districts based on average daily membership allocation) as such expenses are included and set forth in the proposed budget. 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 approve a Request for Land Use Evaluation by ELA for Manor Middle School at a cost of between \$13,500-\$15,000. 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 Dr. Frerichs to approve the Lancaster-Lebanon Public Schools Insurance Pool Resolution as cited on page 20 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 20)

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It was moved by Mrs. Wert and seconded by Mr. Kreider to approve AFLAC for administration of the district's Section 125 Plan for a fee of \$30 per month per flexible spending account plan participant. AFLAC will also be permitted to offer various premium only plans as part of the Section 125 Plan 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. Kreider and seconded by Mr. Thomas Herr 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 Dr. Frerichs and seconded by Mr. Anderson to approve the tax exonerations as listed on page 21 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 21)

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve the retirement of the individuals listed on page 22 of the agenda at the close of the 2001/2002 school year subject to the conditions listed in the Negotiated Agreement. 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 22)

It was moved by Mrs. Wert and seconded by Dr. Frerichs to approve the individuals listed on page 23 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 23)

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It was moved by Dr. Frerichs and seconded by Mr. Thomas Herr to grant Family Medical Leave to the individual listed on page 24 of the agenda according to the terms cited. 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 Mr. Thomas Herr and seconded by Mr. Kline to appoint the individual listed below to the co-curricular position listed for the 2001/2002 school term according to the condition cited.

Team Leader, Marticville Middle School.....James Canaday
(effective with beginning of Mrs. Justine Webster's leave)

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 accept the following resignation.

Baylor, Linda G. - Elementary Principal - effective 6/21/02

This motion was approved by a unanimous voice vote.

It was moved by Mrs. Wert and seconded by Mr. Kline to accept the following resignation.

Hoffman, Deborah - Twilight School Director -
effective 3/28/02

This motion was approved by a unanimous voice vote.

It was moved by Dr. Frerichs and seconded by Mr. Kline to accept the individuals listed on page 25 of the agenda for employment or change in status(*) according to the conditions 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;

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Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 25)

It was moved by Mr. Kreider and seconded by Mr. Anderson to grant Designated Family Medical Leave to the individual listed on page 24 of the agenda according to the terms cited. 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 Dr. Frerichs and seconded by Mr. Thomas Herr to approve the individual listed below to the position of Twilight School Director, effective April 2, 2002, at a rate of \$20 per hour.

Donald Krow

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 Mr. Kline to approve the individuals listed below to the position of track judges, ticket takers, ticket sellers, timers, and scorers for the spring 2002 sports season.

Carole Chismar
Michael Clark
Matthew Cwalina
Angela Galgon
Dave Morrison

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; Pa-

trick 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. Kline and seconded by Mr. Lyon to approve the submission of PlanCon D to the Department of Education for the Eshleman Elementary School. The following call vote was taken on this
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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. Lyon to approve the submission of PlanCon E to the Department of Education for the Eshleman Elementary School project. 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 the delinquent real estate taxes which have been turned over to the Lancaster County Tax Claim Bureau on April 1, 2002, for collection as shown on page 26 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 26)

It was moved by Mr. Anderson and seconded by Mr. Lyon to approve the actions of the Judicial Review Committee as cited on page 27 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 27)

It was moved by Mrs. Withum and seconded by Mr. Kline to approve for submission the non-reimbursable projects {PDE-3074 (A)} at the Martic Elementary School to the Pennsylvania Department of Education. These projects are for HVAC and domestic water piping upgrade and asbestos removal. 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 Mr. Kline to approve authorization to advertise for bids for the athletic supplies and equipment. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas

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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 Mr. Kline to approve authorization to advertise for bids for 26 televisions at Marticville Middle 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 Dr. Frerichs and seconded by Mrs. Withum to approve a Comprehensive Preferred Service Agreement with the Trane Company for one centrifugal chiller at Marticville Middle School effective July 1, 2002, through June 30, 2005 at a cost listed as follows:

2002/2003 - \$4,190
2003/2004 - \$4,300
2004/2005 - \$4,470

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 Mrs. Wert to approve a Comprehensive Preferred Service Agreement with the Trane Company for two centrifugal chillers at Penn Manor High School effective July 1, 2002, through June 30, 2005 at a cost listed as follows:

2002/2003 - \$6,700
2003/2004 - \$6,900
2004/2005 - \$7,175

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. Lyon and seconded by Mr. Thomas Herr to approve a Comprehensive Preferred Service Agreement with the Trane Company for one centrifugal chiller and the building automation system

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at Manor Middle School effective July 1, 2002, through June 30, 2005 at a cost listed as follows:

2002/2003 - \$26,445

2003/2004 - \$27,240

2004/2005 - \$28,300

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 Mrs. Withum to approve awarding of the bid for a 3/4 ton truck to the vendor cited on page 28 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 28)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve an amended contract with ELA Group to conduct a sports field master plan for Comet Field and related land development and site drawings at an estimated cost of \$12,000. The previous contract was authorized to a maximum of \$9,500. Payment to be made from the Athletic 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.

It was moved by Mr. Thomas Herr and seconded by Mr. Kline to approve a contract with ELA Group in the amount of \$2,500 to \$3,000 for design work for the renovation work to the upper tennis courts at Penn

Manor High School. Payment to be made from the General 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.

It was moved by Mr. Lyon and seconded by Mrs. Withum to pay the choreographer for the spring musical, Danielle Kelsey, from the dis-

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trict's payroll account with reimbursement from Penn Manor Productions. Compensation for this position will be \$1,267. 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. Lyon to approve establishment of a Section 125 Account with PLGIT. 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. Thomas Herr to approve establishment of a Community and Economic Development Grant with PLGIT. 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 Mr. Anderson to approve awarding of the bid for cafeteria POS software for Letort Elementary School to the vendor cited on page 29 of the agenda. Payment to be made from the 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 page 29)

It was moved by Dr. Frerichs and seconded by Mr. Kline to ap-

prove the following Mandate Waiver Application Resolution for the Lancaster County Academy.

The Board of Directors of the Penn Manor School District, having determined that approval of the mandate waiver application [Article XIX-C - Disruptive Students Programs - Section 1901-C Section 1901-C(1) and (5) Definition of a Disruptive Student by the Pennsylvania Department of Education cited on pages 2-5 of the addendum will enable the school district to improve its instructional program and operate in a more effective, efficient, and economical manner, hereby resolves at its regu-

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larly scheduled meeting of April 15, 2002, to adopt the attached application, and directs the school district administration to submit the application to the Department. 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 2-5 of the Addendum to the April 15, 2002 School Board Meeting)

It was moved by Dr. Frerichs and seconded by Mr. Kreider to approve the following Mandate Waiver Application Resolution for the Lancaster County Academy.

The Board of Directors of the Penn Manor School District, having determined that approval of the mandate waiver application [Article XIX-C - Disruptive Students Programs - Section 1901-C(1)] by the Pennsylvania Department of Education cited on pages 6-8 of the addendum will enable the school district to improve its instructional program and operate in a more effective, efficient, and economical manner, hereby resolves at its regularly scheduled meeting of April 15, 2002, to adopt the attached application, and directs the school district administration to submit the application to the Department. 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 6-8 of the Addendum to the April 15, 2002 School Board Meeting)

The meeting adjourned at 9:13 p.m. on a motion by Mr. Kreider, a second by Mr. Lyon, and a unanimous voice vote.

C. Willis Herr, President

Dolores E. Warfel, Secretary