

**Minutes**  
Committee of the Whole  
May 13, 2002

The Penn Manor School Board met as a Committee of the Whole on the above date at 6:05 p.m. in the Board Room of the Manor Middle School. Present were Mr. Anderson, Dr. Frerichs, Mr. C. Willis Herr, Mr. Thomas 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 Mr. Reisinger, 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.

Mrs. Griffis reviewed Act 48 requirements. Act 48 is part of the Strategic Plan. She stated that the state has set requirements for professional development and requires reporting of the in-service hours and credit earned for courses taken by each teacher. The district must report 180 hours of in-service hours or 6 graduate credits earned over 5 years. The reporting is done on an Excel spreadsheet. Mrs. Griffis stated that there is a huge amount of data involved in this reporting. Mrs. Griffis then introduced Mr. Reisinger and commended him for his efforts in helping search for and develop a program for the reporting of the required information. She reported that they had looked at various plans such as "mylearningplan.com". The cost of such a program would have been approximately \$10,000 to purchase the package along with the cost of annual updates. Mrs. Griffis said they finally turned to Mr. James Ming who custom designed an Act 48 software package which goes along with LetterGrade. Mrs. Griffis said most districts do not offer the extensive in-service programs offered by Penn Manor. In addition, in-service programs offered by other districts are not usually taught by district teachers. Mr. Reisinger reviewed the process being used and the scope of in-service programs offered. He then provided a view of the completely electronic sign-up system for the Act 48 package and reviewed the list of elective classes. Optional classes designed by the teacher to meet their needs can also be custom designed and signed up for at this site. Once a teacher selects or designs their in-service course their selections are submitted to the building principal who approves or denies each teachers selections. There is also a spot where a teacher can make comments regarding their selection prior to submitting their request. The principal

can then read the comments and respond to the teacher on the site. The data provided regarding in-service selections is automatically aggregated so that a list of individuals signing up for a specific course can be viewed. The program also provides a site for attendance. The instructor would indicate who was not in attendance. A hard copy of this information would then be sent to Mrs. Griffis who would confirm the absence and be aware of the need for the absent individual to choose another in-service course. This site can also be accessed from home. Mrs. Griffis stated that graduate courses taken by individual teachers will be reported by Mrs. Warfel in a similar fashion. The above cited information will then be submitted to PDE on an Excel spreadsheet. Mr. Reisinger said the total package will cost approximately \$3,000. Board members thanked Mrs. Griffis and Mr. Reisinger for their presentation.

Mr. Stewart reviewed the anticipated Federal Grant Money for 2002/2003 in the areas of Title I, Title I-D, Title II, Title II-D, and Title V. He stated that the total Title monies expected is \$311,526. This is down approximately \$2,000 from the \$313,495 budgeted for 2001/2002. Mr. Stewart stated that Drug Free Schools and Read-to-Succeed monies are also received. Approval for placement of this item on the May School Board Meeting Agenda was granted on a motion by Mrs. Wert, a second by Mr. Kline, and a unanimous voice vote.

Mr. Skrocki informed board members that I.U. 13 received an Administrative Consolidation Grant for E-commerce. Each district could then apply to the I.U. for a mini grant. Mr. Skrocki stated that he requested \$4,500 which was received last week due to the districts work with instituting eschoolmall. He reviewed the history of eschoolmall. Mr. Skrocki requested that a stipend be paid to two employees, \$1,000 to Charlie Reisinger for his efforts in the development of the online voting system and \$500 to Shelley Hodson for her work dealing with bidding and purchasing and training of coordinators, coaches, and elementary building personnel. He stated that these two individuals did work on their own time to facilitate the success of the program. Mrs. Wert asked where the remainder of the money would go. Mr. Skrocki said it would be placed in the General Fund. This item was approved for placement on May School Board Meeting Agenda on a motion by Mr. Anderson, a second by Mrs. Withum, and a unanimous voice vote.

Mr. Stewart then reviewed the proposed Scheduled Meeting Dates for September 2002 through September 2003. He directed the board's attention to the scheduled 4:00 p.m. starting time for the September 30,

2002 Committee of the Whole Meeting. Mr. Stewart asked if board members were interested in having quarterly 4:00 p.m. starting times as discussed in the past or if they preferred a 7:00 p.m. starting time for this meeting. It was determined that the starting time for this meeting would be changed to 7:00 p.m. It was also decided to change the starting time for the August 11, 2003 and September 8, 2003 meetings to 7:00 p.m. After discussion, it was determined that a starting time other than 7:00 p.m. would be scheduled on an as needed basis. Mrs. Withum requested that quarterly meetings be scheduled at Marticville Middle School for easier access to parents in the southern end of the district. She stated that she feels the board should be equally accessible to all district residents. Mr. Kreider seconded this motion. Dr. Frerichs indicated that he would not have a problem with quarterly meetings being held at Marticville Middle if the facilities are the same. Discussion ensued regarding the ability to use the technology that has become a part of board meetings at Marticville Middle School. Mr. Stewart said the Marticville Middle School library would not allow use of the required technology. After discussion, both pro and con, regarding having quarterly meetings at Marticville Middle, Mr. Stewart asked that a vote be taken to resolve this question. A decision was made not to have quarterly meetings at Marticville Middle (5 against/4 in favor) on the following vote: Mr. Anderson, yes; Dr. Frerichs, no; Mr. Willis Herr, no; Mr. Thomas Herr, yes; Mr. Kline, no; Mr. Kreider, yes; Mr. Lyon, no; Mrs. Wert, no; Mrs. Withum, yes. Mr. Stewart reminded board members that the September 9 School Board Meeting will be held at the newly renovated Letort Elementary School. He stated that Letort families are going to be invited to visit Letort at the end of May and an Open House for district residents will be scheduled in September. Approval for placement of the amended scheduled meeting dates was granted on a motion by Mr. Lyon, a second by Mr. Thomas Herr, and a unanimous voice vote.

Mr. Stewart requested permission to schedule a Special School Board Meeting on Thursday, June 13, at 4:00 p.m. for the purpose awarding bids for the Eshleman Elementary School project and final adoption of the 2002/2003 budget. He stated that the meeting is needed to keep on schedule with the Eshleman project and allow the required 30 days between preliminary and final budget adoption for public review of the proposed budget. Mr. Stewart said 5 board members would have to attend this meeting. Mrs. Withum, Mr. Kline, Mr. Kreider, Mr. Thomas Herr, Mr. Willis Herr, Mr. Lyon, and Dr. Frerichs indicated they could be available. Approval for placement of this item on the May School Board

Meeting Agenda was granted on a motion by Mr. Thomas Herr, a second by Mr. Lyon, and a unanimous voice vote.

Mr. Skrocki provided a formal preliminary budget presentation. He stated that budget information was first provided in November of 2001 with the presentation of enrollment projections. Mr. Skrocki provided board members with a packet of budget information which will be used as slides for the Thursday, May 16, live web cast. This will be the third live budget web cast presentation in the Penn Manor School District. Mr. Skrocki said he is unsure if the practice of live web casts will continue after this year. The budget summary was reviewed. Mr. Skrocki proposed a total budget of \$50,934,439 which reflects a proposed tax increase of 5.52%. This figure is arrived at by using \$933,722 of the fund balance to balance the budget. A .78 mill tax increase for 2002/2003 is currently being recommended. This increase would cause the tax rate to rise to 14.90 mills. One mill in Penn Manor equals \$1,678,199 for 2002/2003. Mr. Skrocki said the amount of the fund balance to be used to balance the budget will continue to increase between now and the June 13 final budget adoption not to exceed \$1,000,000. This would cause the tax increase to come down. Mr. Skrocki stated that the results of the PP&L assessment appeal, cyber school litigation, and health care costs could have a big impact on the budget if received before June 13. Mr. Skrocki reviewed the history of ESBE (subsidy received from the state) as a percent of the total budget between the fiscal years 1986/1987 and 2002/2003, total expenditures of \$50,934,439, new positions proposed for 2002/2003, total gross debt service payments from 2002/2003 to 2015/2016 which indicate a drop in debt service in 2010/2011, the history of debt service as a percent of the budget, a comparison of 2000/2001 per public expenditures for districts in I.U.13, taxable assessed value per pupil for 2000/2001, district percent millage increase history from 1981/1982 to 2002/2003 fiscal years, Clean and Green analysis, 5-year budget projections using one million dollars of the fund balance in 2002/2003, and 5-year budget projection assumptions were also reviewed. Mr. Skrocki asked for approval for placement of the preliminary budget on the May School Board Meeting Agenda with final budget adoption to take place at the recently approved June 13 Special School Board Meeting. Approval for placement of this item on the May 13 School Board Meeting Agenda was granted on a motion by Mrs. Withum, a second by Mr. Lyon, and a unanimous voice vote.

The Committee of the Whole adjourned to Executive Session at 8:13 p.m. on a motion by Mr. Lyon, a second by Mrs. Withum, and a unanimous voice vote.

May 13, 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 8:15 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 Mr. Donald Anderson 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, June 10, 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 April 15 and May 6, 2002, School Board Meetings. There were none. It was moved by Dr. Frerichs and seconded by Mr. Thomas Herr to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Miss Melissa Pohlman, Junior Student Council Representative, stated that elections will soon be held electing a Junior Student Council Representative to the School Board. Miss Pohlman will become the Senior Student Council Representative filling the position vacated by Mr. Michael

Stone due to his graduation. Miss Pohlman informed those in attendance that approximately 200 students attended the “social” held by Student Council on Friday, May 10. She said a survey requesting student input with regard to social events – dances, etc. – has been sent out. The results from this survey will be submitted to Miss Mindish. Mr. Michael Stone, Senior Student Council Representative, said Entertainment PM went well and the Festival of Learning had great attendance. Mr. Stone said the sports seasons are winding down. The boys’ volleyball team made the playoffs, the girls’ soccer team won their section and their league, Brad McGary won first place in discus at the Lancaster Lebanon Track Meet and Laura Sheaffer won first place in javelin. He stated that Stephanie Smith won a National Scholastic’s Gold Key in jewelry and metals for a metal book that she created, and Jason Benedick, Jon Mongeau, Brett West, and Jon Hill were the first place overall team champions in the Pennsylvania Internetworking Competition. This makes Penn Manor the equivalent to State Champions for the first official for the Cisco Networking Academies. Mr. Stone reviewed upcoming events.

Mrs. Patricia Pearson, Principal of Letort Elementary School, thanked the board for renovating Letort. She stated that the year Letort students spent in the middle schools went well with both students and staff having many positive experiences. Mrs. Jill Musser, Letort PTO President, was also in attendance. Tyler Musser, a fifth grade Letort student, distributed cards to each board member and administrator in attendance thanking the board for the renovations and listing the top ten reasons the Letort students liked being in the middle school. Mrs. Pearson shared comments from Letort students regarding what they liked about their year in the middle school. Mrs. Pearson invited board members to visit Letort.

Mr. Donald Stewart commended and said farewell to Mr. Michael Stone, Senior Student Council Representative. Mr. Stone will be graduating on June 6 and heading to college in the fall. Mr. Stewart presented Mr. Stone with a gift from the board. He reviewed the numerous activities Mr. Stone is involved in. He stated that Mr. Stone is an outstanding representative of the Penn Manor student body and expressed the board’s pleasure at having had him serve on the board. Mr. Stone thanked the board and said he has enjoyed his tenure as student representative.

Mr. Stewart stated that lots of good things are going on in Penn Manor. He showed a video of Hambright Elementary School students speaking with Astronaut Dan Bursch. Mr. Bursch is a former student at Hambright Elementary School who is currently traveling in space. Last week Hambright students asked Mr. Bursch questions via ham radio. Mr. Stewart said Penn Manor's team participating in the first state CISCO Competition won the team championship. Mrs. Withum asked if they would be recognized by the board as state champions. Mr. Stewart said he would look into having the students attend the June School Board Meeting. Mr. Stewart commended the Girls' Soccer Team for winning the Lancaster-Lebanon League Championship. The team will now move onto the district competitions. Mr. Stewart introduced Mrs. Anne Carroll. He stated she was being named as the Marticville Middle School Principal effective with the 2002/2003 school year. She will be replacing Mr. Harry Doan who is retiring. Mr. Stewart said Mrs. Carroll was originally a Penn Manor teacher who was promoted to the position of Dean of Students at Manor Middle School last year. He stated she knows and understands the Penn Manor system and has great potential for leadership. Mrs. Carroll thanked the board for allowing her to extend her leadership to Marticville Middle School and for supporting her. She stated that she is pleased to be part of Penn Manor School District.

Mr. Skrocki introduced Mrs. Trish Herr from the auditing firm of Trout, Ebersole and Groff. He stated that Mrs. Herr's firm will be conducting Penn Manor's audit in approximately two months.

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve the Treasurer's Report for the month of April, 2002, as presented and to authorize payment of bills in the amounts of \$75,528.40 dated March 27, 2002, \$50,225.54 dated April 2, 2002, \$311,533.02 dated April 3, 2002, \$238,724.69 dated April 5, 2002, \$856.94 dated April 10, 2002, \$72,039.84 dated April 15, 2002, \$419,045.64 dated April 17, 2002, \$280,899.45 dated April 18, 2002, \$29,048.75 dated April 23, 2002, and \$286,966.54 dated April 26, 2002, for a total of \$1,764,868.81 from the General Fund; \$82.96 dated April 24, 2002, \$101,155.35 dated April 25, 2002, \$160.65 dated April 26, 2002, and \$68,083.38 dated April 30, 2002, for a total of \$169,482.34 from the Cafeteria Fund; \$70,429.79 dated April 9, 2002, for a total of \$70,429.79 from the 1996 Construction Fund; \$109.95 dated April 12, 2002, and \$43,409.87 dated April 23,



2002, for a total of \$43,519.82 from the Capital Reserve Fund; \$17,812.59 dated April 12, 2002, and \$3,806.38 dated April 23, 2002, for a total of \$21,618.97 from the Eshleman Reserve Fund; \$1,473.70 dated April 23, 2002, for a total of \$1,473.70 from the Athletic Reserve Fund; and payroll in the amounts of \$564,762.28 dated April 17, 2002, and \$582,762.50 dated May 1, 2002. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes (abstaining from check #69370); H. Thomas Herr, yes (abstaining from check #69371); Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes (abstaining from check #69456).

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve elevating the Junior High Track Club to Interscholastic Team status effective with the 2002/2003 school year. 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 the Resolution and Inter-Governmental Agreement with Millersville Borough as cited on pages 9-14 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 9-14)

It was moved by Mr. Thomas Herr and seconded by Mr. Kline to approve the adoption of a tentative budget for 2002/2003 listing expenditures in the amount of \$50,934,439. 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. Thomas Herr to approve adoption of the resolution listed on page 15 of the agenda auth-

orizing the advertising of the tentative budget and setting the date of June 13, 2002, for consideration of the final adoption of the 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. (see page 15)

It was moved by Mr. Thomas Herr and seconded by Mr. Lyon to approve authorization of the intent to levy taxes necessary for the support of the budget under Act 511. 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, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Kreider and seconded by Mr. Lyon to approve authorization of the intent to levy other taxes for the support of the budget as cited on page 16 of the agenda. 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, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 16)

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve the adoption of a resolution setting the discount, base, and penalty rates for taxes and the period of time applicable for each of the above rates as cited on page 17 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 17)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the budgets for Title I, Title I-D, Title II, Title II-D, and Title V Budgets as cited on page 18 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 18)

It was moved by Mrs. Withum and seconded by Mr. Kreider to approve the stipends as cited on page 19 of the agenda to the individuals listed for their efforts in the development of the eschoolmall program. 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 19)

It was moved by Mr. Anderson and seconded by Mr. Kline to approve the list of Scheduled Meeting Dates as amended for September 2002 to September 2003 as cited on pages 20-22 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, no. (see pages 20-22)

It was moved by Mrs. Withum and seconded by Mr. Kreider to approve a Special Board Meeting on Thursday, June 13, 2002, at 4:00 p.m. in the Board Room of the Manor Middle School for the purpose of adopting the 2002/2003 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 Dr. Frerichs 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 Mr. Thomas Herr and seconded by Dr. Frerichs to approve the tax exonerations as listed on page 23 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 23)

It was moved by Mr. Kline and seconded by Mr. Kreider to approve the retirement of the individual listed on page 24 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 24)

It was moved by Mr. Anderson and seconded by Dr. Frerichs to approve the individuals listed on page 25 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 25)

It was moved by Mrs. Wert and seconded by Mr. Kline to accept the individuals listed on page 26 of the agenda for employment or change in status(\*) as amended 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)

It was moved by Mr. Anderson and seconded by Mr. Thomas Herr to approve the professional leaves cited on page 27 of the agenda for the 2002/2003 school year. 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 Dr. Frerichs and seconded by Mr. Anderson to accept the following resignation.

Mastronardo, Leslie - elementary professional employee -  
effective 8/15/02

This motion was passed by a unanimous voice vote.

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

Lundy, Isabel – Computer Lab Aide/Manor Middle – effective  
6/6/02

This motion was passed by a unanimous voice vote.

It was moved by Mr. Kreider and seconded by Mr. Kline to accept the individuals listed on page 28 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; 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. Withum and seconded by Dr. Frerichs to approve the retirement of the individual listed on page 24 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 24)

It was moved by Mrs. Wert and seconded by Mr. Anderson to grant Designated Family Medical Leave to the individual listed below according to the terms listed.

Roop, Melodi – Custodian/Manor Middle – March 13, 2002  
to April 7, 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. Kreider to approve the members of the Class of 2002 as recommended by Miss Janice Mindish, High School Principal, to receive their diplomas provided that they have met the necessary criteria as established by the board policy to be considered as graduates. A list of graduates is on file in the High School Principals Office. This motion was passed by a unanimous voice vote.

It was moved by Mrs. Wert and seconded by Mr. Anderson to award a contract to Ralph Moyer and Harold Gaughan for the completion, submission, and audit of the final cost data for Letort Elementary School, PDE Project Number 2675, at a cost of \$3,000. 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.

It was moved by Mr. Kline and seconded by Mr. Kreider to award the bid for four acoustic pianos to the vendor cited on page 29 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 29)

It was moved by Mrs. Wert and seconded by Dr. Frerichs to ratify the following I.U. bids to the vendors cited on pages 30-32 of the agenda.

Instructional Supplies  
Trainer/Medical Supplies  
Technology Education Supplies  
Custodial Supplies  
Cafeteria Supplies

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 30-32)

It was moved by Mr. Kreider and seconded by Mr. Kline to appoint Stephen B. Skrocki to the position of Treasurer of the Board of Directors for a one year term for the coming fiscal year, July 1, 2002 through June 30, 2003. 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 Mr. Thomas Herr to approve the purchase of a Surety Bond for the newly appointed Treasurer in the amount of \$25,000. 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 Mr. Kline and seconded by Mrs. Withum to grant authorization for the President, Vice President, and Donald H. Anderson to sign checks (or use facsimile) for the following accounts with three signatures being required effective July 1, 2002.

PMSD General Account  
 PMSD Payroll Account  
 Cafeteria Account  
 Capital Reserve Account  
 Eshleman Elementary School Capital Reserve Account  
 Athletic Capital Reserve Account  
 Section 125 Account  
 Community and Economic Development Grant Account

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 the individual listed below to the position of Twilight School Instructor for the 2001/2002 school year at a cost of \$27 per hour.

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. Kreider to approve the individuals listed on page 33 of the agenda to the position of instructor for the 2002 high school Summer School program at a cost of \$27 per hour from June 17 to July 1 and then \$28 per hour from July 1 to the end of the program. 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 33)

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve the actions of the Judicial Review Committee as cited on page 34 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 34)

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve compensation in the amount of \$2,500 for the Board Secretary for the 2002/2003 fiscal year. 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. Lyon to approve advertising for bids for the Eshleman Elementary School construction project for the following:

- Contract No. 1 – General Trades
- Contract No. 2 – Plumbing
- Contract No. 3 – HVAC
- Contract No. 4 – Electrical



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 Mr. Thomas Herr to approve an amendment to the engineering service contract with Buchart-Horn, Inc. for the sand filtration system for the Martic Elementary School wastewater treatment plant. The amendment will increase the contract amount by \$1,500 to \$23,500 due to work necessary for a zoning variance request with Martic Township. 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 a contract with the Janus School for the 2002/2003 school year for a Penn Manor School District student in the amount of \$8,635 for tuition. 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 a contract with Lancaster Preparatory School for the 2002/2003 school year for two Penn Manor School District students in the amount of \$8,635 for tuition per student, a \$350 registration fee per student, and a \$75 book fee per student. 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 the individual listed below to the position of track judge, ticket taker, ticket seller, timer, and scorer for the spring 2002 sports season.

Dave Ohl

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. Lyon to award the bid for electrical work at Martic Elementary School to the vendor cited on the bid tabulation attached to the Minutes. 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 Mrs. Withum and seconded by Mr. Lyon to deny the Level 3 Grievance reviewed on May 10, 2002, as recommended by the Grievance Sub Committee for Grievance Deliberation. 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.

The meeting adjourned to Executive Session at 9:25 p.m. on a motion by Mr. Anderson, a second by Mr. Kline, and a unanimous voice vote.

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C. Willis Herr, President

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Dolores E. Warfel, Secretary