

MINUTES
Committee of the Whole
August 11, 2003

The Penn Manor School Board met as a Committee of the Whole at 7:07 p.m. in the Board Room of the Manor Middle School. Present were Mr. Anderson, Dr. Frerichs, Mr. C. Willis Herr, Mr. H. Thomas Herr, Mr. Kline, Mr. Kreider, Mr. Lyon, Mrs. Wert, and Mrs. Withum. Present from the administrative staff were Mr. Stewart, Mr. Skrocki, and Mrs. Griffis. Also in attendance were Penn Manor residents, Mrs. Rhoades, Mrs. Howard, 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 July 14, 2003, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon, a second by Mrs. Withum, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Skrocki updated the board with regard to the previously discussed refunding of the 1998 bond issue. He stated that the interest rate environment has changed since a presentation was made to the board regarding the refunding of this bond issue. Mr. Skrocki reviewed the call dates of the various bond issues. He stated that the 1998 bond has a call date of December 1, 2003. Mr. Skrocki stated that it is no longer feasible to refund this issue due to the increase in interest rates. When the refunding of this issue was originally discussed interest rates were at an all time low and the district could have realized a savings of as much as \$187,000 if able to refund it in October of 2002. Since that time the interest rates have increased and if the district were to refund the bond issue at this time a negative savings of \$58,000 would result. Mr. Skrocki asked the board what a minimum level of savings they would be comfortable with to refund this issue. He stated that he was requesting this information so that the district could proceed quickly with a refinancing should the opportunity arise. Mrs. Withum suggested deferring to Mr. Skrocki's judgment in this matter. Mr. Skrocki indicated

that he would recommend a savings of at least \$50,000. Board members agreed that Mr. Skrocki should use his judgment regarding the savings to be obtained from refunding and support his suggestion of at least \$50,000.

Mr. Skrocki updated the board with regard to the status of the State education budget. He stated that the education budget has still not been approved. He stated that the Senate passed a changed budget and returned it to the House of Representatives for their consideration. Mr. Skrocki informed board members that, should districts not receive state subsidy in August, they would have to operate using fund balance monies. He stated that he felt Penn Manor would be able to operate into January or February of 2004. He stated that districts with no fund balances could run out of cash in September or October and have to take out loans to continue operation. Mr. Skrocki said he would continue to update the board with regard to the status of the education budget.

Mr. Stewart reviewed the proposed Administrative Cabinet Compensation Plan. He reviewed the fact that the Act 93 plan does not pertain to Mr. Skrocki or Mrs. Griffis. Mr. Stewart stated that the Administrative Cabinet Compensation Plan was being provided to outline benefits for these individuals comparable to coverage provided in the Act 93 plan to other Penn Manor administrators. He stated that the plan would also cover the currently vacant position of Administrative Assistant for Personnel and Planning should that position ever be filled. Mr. Stewart reviewed the plan for board members. Dr. Frerichs questioned the provision of a district vehicle for use by the business manager. Mr. Stewart said this provision has been in place for at least five years but was now being formalized via this document. He stated that the gas allowance has been in place for at least eight years. Dr. Frerichs asked if Mrs. Griffis would be getting a car also. Mr. Stewart said the plan is to have Mrs. Griffis get a car in 2004/2005. Dr. Frerichs indicated a desire to have this item discussed during Executive Session. After discussion it was determined that this item would be tabled until discussed further.

Mr. Stewart reviewed the proposed Administrative Support Compensation Plan. He informed board members that this document would no longer cover administrators previously included in the Level I Professional Administrator Positions category who are now covered under Act 93. It will continue to cover all other individuals previously covered by the

former Administrative Compensation Plan. He reviewed the change made to this plan that states that ten unused vacation days may be carried over by individuals filling Classified Administrative Level 1 positions. Mr. Stewart requested approval for placement of this document on the August School Board Meeting Agenda. Approval for placement of this item on the August School Board Meeting agenda was granted on a motion by Mr. Kline, a second by Mrs. Wert, and a unanimous voice vote.

Mr. Stewart reviewed the request for approval to submit a Request for Section 1504 (Act 80) Exceptions for the 2003/2004 school year to the Department of Education. Approval for submission of this document was granted on a motion by Mr. Kline, a second by Mr. Thomas Herr, and a unanimous voice vote.

Mr. Stewart reviewed the proposed revision of the Elementary Coordinator Position Description. He reminded the board that Mr. Peart has served in that position since last year. Mr. Stewart stated that changes to the position description included assignment of additional minor personnel duties and removal of the inappropriate inclusion of the compensation for this position. Inclusion of a compensation figure would necessitate revision of the position description each time a change in salary occurred. Mr. Stewart informed board members that he would be requesting approval of compensation in the amount of \$2,075 for Mr. Peart as Elementary Coordinator for the 2003/2004 school year on the August School Board Meeting Agenda. Approval for placement of the revised position description on the August School Board Meeting Agenda was granted on a motion by Mrs. Wert, a second by Mr. Lyon, and a unanimous voice vote.

Mr. Stewart reviewed a revised school calendar for 2003/2004. He informed those in attendance that the calendar has been revised to indicate a change in the secondary in-service day in January 2004 from January 20 to January 16. Mr. Stewart asked for approval to place the revised calendar on the August School Board Meeting Agenda. Approval was granted on a motion by Dr. Frerichs, a second by Mr. Lyon, and a unanimous voice vote.

Mr. Skrocki reviewed assessment appeals for 2004. He stated properties selling for more than \$200,000 are reviewed by the district. Those properties that have a large disparity between assessed value and sales

price are reviewed by Risser Associates. A determination is then made as to whether the market value of the property as determined by Risser Associates is comparable to the sales price. Risser Associates determined that the 16 properties cited are under assessed and do not reflect 100% of their market value. Mr. Skrocki stated that, if successful, the appeals would generate \$33,000 a year every year for Penn Manor. Mr. Skrocki said the assessments would affect the new owner of the property. He stated that letters are sent indicating an appeal is being placed. The County Board of Assessment will schedule a hearing regarding the appeal that can be attended by the homeowner and representatives of Penn Manor. Mr. Skrocki stated that appeals made last year resulted in \$83,000 increased tax revenue a year, every year for Penn Manor. Mr. Skrocki asked for approval of this item on the August School Board Meeting Agenda. Approval was granted on a motion by Mr. Kline, a second by Mr. Kreider, and a unanimous voice vote.

Mr. Stewart requested direction with regard to responding to electronic inquiries received by board members. He stated that board members recently received an electronic correspondence from a parent and indicated that such communications would be more likely in the future. He asked for direction as to what role the board would like the administrative team to take with regard to response to such inquiries. Mrs. Withum stated that she felt the board should be heard as one voice. Dr. Frerichs suggested that the proper person to respond would be the Board President who would say, "Thank you for your correspondence and inform the individual that their inquiry would be directed to the Superintendent." Mr. Stewart asked if he should wait until receiving word from Mr. Herr before responding if the electronic correspondence is also received by the administrative staff. Dr. Frerichs suggested that if the administrative team is involved in the inquiry, Mr. Stewart should respond. Mr. Stewart stated that he would forward a copy of any response he makes to board members. After discussion it was decided that should an individual board member receive an electronic inquiry they would reply to the individual thanking them and stating their inquiry was being forwarded to the Superintendent. Individual inquiries would be forwarded to the superintendent and fellow board members.

Mr. Stewart requested approval for placement of a revised Executive Administrative Secretary position description on the August School Board Meeting agenda. He reviewed changes to the present position description

that included the addition of an item for each position requiring utilization of existing technologies to streamline procedures and improve efficiency and the deletion of the handling of testing materials by the Executive Administrative Secretary to the Administrative Assistant. Approval for placement of this item on the August School Board Meeting agenda was granted on a motion by Dr. Frerichs, a second by Mr. Kline, and a unanimous voice vote.

Mr. Stewart reviewed a request made by the bowling club to support their inclusion in the Lancaster-Lebanon League as a bowling team by writing a letter in support of this change to PIAA. He reviewed the present status of the bowling team. Mr. Stewart stated that since the board's last discussion of this topic Mr. Roth, Athletic Director, contacted the Lancaster-Lebanon League regarding support for a bowling team. He indicated that letters from four more school districts, in addition to the original six school districts who had written letters, have been submitted supporting formation of a bowling team. Dr. Frerichs questioned the wording of the item on the school board meeting agenda relating to this topic. After discussion the wording was changed to read, "The committee is recommending approval for submitting a letter to PIAA supporting having Penn Manor bowling recognized as a member of the Lancaster-Lebanon League." Discussion ensued regarding board member support of this item and concerns with its approval. Board members agreed to approve placement of this item on a motion by Mrs. Wert, a second by Mr. Kline, and a unanimous voice vote. Several board members indicated while agreeing to place this item on the agenda that they were not willing to support it when a vote is taken at the School Board Meeting.

Mr. Willis Herr read a resolution being presented for discussion and a decision by the board regarding its placement on the August School Board Meeting agenda that related to school funding which was against state revenues, generated from gambling profits, being used for education. Discussion ensued regarding this topic. Mrs. Wert made a motion to place this item on the August School Board Meeting agenda, Mr. Kline seconded the motion. The following vote was taken: Donald Anderson, no; Dr. Richard Frerichs, no; Thomas Herr, no; Willis Herr, yes; Patrick Kline, yes; Jeffrey Kreider, no; Jeffrey Lyon, yes; Donna Wert, yes; Kelly Withum, no. Due to the above cited vote - 4 affirmative/5 against - it was determined this item would not appear on the August School Board Meeting agenda.

Mr. Stewart reviewed a proposed retirement compensation for Mr. Nett. He stated that a plan was considered for specialists but there are so few individuals who would fall into this category that it was decided to address each retirement individually. The compensation for individuals selected for coverage would consist of payment for each year of service to Penn Manor (15 years minimum) and payment for each day of unused sick leave remaining at time of retirement with a total not to exceed \$15,000. Mr. Nett's retirement compensation would be approximately \$12,000. Approval for placement of this item on the August School Board Meeting Agenda was approved on a motion by Dr. Frerichs, a second by Mr. Anderson, and a unanimous voice vote.

The Committee of the Whole adjourned to Executive Session at 7:55 p.m. on a motion by Mr. Kline, a second by Mr. Lyon, and a unanimous voice vote.

August 11, 2003

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 Board President, Mr. C. Willis Herr at 8:16 p.m.

The following members were present: Mr. Anderson, Dr. Frerichs, Mr. C. Willis Herr, Mr. H. Thomas Herr, Mr. Kline, Mr. Lyon, Mrs. Wert, and Mrs. Withum. Also present were Mr. Donald Stewart, Superintendent, Mr. Stephen Skrocki, Administrative Assistant for Business, and Mrs. Ellen Griffis, Administrative Assistant for Curriculum and Instruction.

Mr. Willis Herr announced that the next regularly scheduled meeting of the Board of Directors of the Penn Manor School District would be held on Monday, September 15, 2003, at 8:15 p.m. in the Board Room of the Manor Middle School.

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 July 14, 2003, School Board Meeting. There were none. It was moved by Mrs. Withum and seconded by Mr. Thomas Herr to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mr. Stewart introduced Mrs. Beth Campagna, the newly hired Assistant Coordinator of Special Services. He reviewed her background. He also introduced Emmanuel "Manny" Caulk, the newly hired Principal of Eshleman Elementary School and reviewed his background. Mr. Stewart informed the board that he feels both Mrs. Campagna and Mr. Caulk will be excellent additions to the Penn Manor staff and looks forward to working with them. Mrs. Campagna and Mr. Caulk thanked the board for the opportunity to work at Penn Manor. Mr. Stewart informed those in attendance that football season just started. He stated

that the fields are in better shape than in the past. He also stated that the football, hockey, volleyball, and soccer teams have shown growth over last year. Mrs. Cindy Rhoades shared public relations information relating to writing to families when they have a newborn. She stated that a letter is now sent to new parents along with a Penn Manor bib. Mr. Stewart stated that Penn Manor has once again had students rebuild computers (185) over the summer resulting in a savings of approximately \$50,000 to the district. A video was shown of the rebuilding process in action. He stated that the failure rate on student built computers compares favorably to those rebuilt by industry. Mr. Stewart informed board members that the local newspapers would be publishing state test scores. He stated that he anticipates that Penn Manor will do well. The scores will be reported in a way different from how they were reported in the past in order to comply with No Child Left Behind regulations. He explained the process. He reviewed possible areas where Penn Manor might be cited. Mr. Stewart informed the board that Mrs. Dolores Warfel, Board Secretary, will be retiring on December 1.

Mrs. Griffis reviewed staffing for 2003/2004. She stated that a New Teacher Orientation luncheon was being held on August 12 from 12:00-1:00 p.m. and invited board members to attend. Dr. Frerichs asked how many new teachers were employed for 2003/2004. Mrs. Griffis said there are 40 new teachers including long-term subs and teachers employed for the second semester. Mrs. Griffis stated that middle school Jump Start programs took place last week, provided information regarding the high school SPLASH program, and the elementary Jump Start program that is in its final week. Mr. Willis Herr asked Mr. Stewart what his "special" question to new teachers was going to be during the bus trip survey. Mr. Stewart said his question was going to be, "Should gambling proceeds be used to fund public schools."

Discussion ensued regarding a Board Retreat being held in January 2004. After discussion it was determined that Mr. Stewart would proceed with plans for a retreat using a format similar to the one used last year.

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve the Treasurer's Report for the month of June as presented and to authorize

payment of bills in the amounts of \$67,136.25 dated 7/8/03, \$278,644.50 dated 7/9/03, \$117,748.49 dated 7/10/03, \$69,226.09 dated 7/21/03, \$183,484.47 dated 7/16/03, \$400,936.04 dated 7/23/03, \$28,999.20 dated 7/24/03, \$185,362.83 dated 7/28/03, \$30,649.84 dated 7/30/03, and \$426,594.22 dated 7/31/03 for a total of \$1,788,781.93 from the General Fund; \$84,631.77 dated 7/25/03, and \$55,757.13 dated 7/31/03, for a total of \$140,388.90. from the Cafeteria Fund; \$4,032.00 dated 7/2/03, \$22,675.50 dated 7/21/03, and \$31,868.70 dated 7/31/03, for a total of \$58,576.20 from the Capital Reserve Fund; \$80,679.60 dated 7/2/03, \$15,000.00 dated 7/29/03, and \$618,134.71 dated 7/31/03, for a total of \$713,814.31 from the Eshleman Reserve Fund; \$815.57 dated 7/31/03 for a total of \$815.57 from the Athletic Capital Reserve Fund; and payroll in the amounts of \$571,483.00 dated 7/23/03, and \$566,840.62 dated 8/6/03. 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 (abstaining – check #75148), yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

1. Mrs. Carroll and Mr. Leichliter updated the board with regard to middle school scheduling. A slide presentation was provided.
2. The August School Board Meeting Agenda was reviewed.

APPROVAL OF CONSENT AGENDA: The following consent agenda items and addendum were presented for approval.

3. Consent Agenda for the August 11, 2003 Committee of the Whole Meetings
 - A. Administrative Cabinet Compensation Plan – This item was tabled.
 - B. Administrative Support Compensation Plan – The committee is recommending approval of the Administrative Support Compensation Plan as cited on pages 14-17. (see pages 14-17 of the agenda)

- C. Request for Section 1504 (Act 80) Exception - The committee is recommending approval for submission of the Request for Section 1504 (Act 80) Exception for the 2003/2004 school year to the PA Department of Education as cited on pages 18-21. (see pages 18-21 of the agenda)
- D. Position Description - Elementary Coordinator - The committee is recommending approval of the Elementary Coordinator Position Description as cited on page 22. (see page 22 of the agenda)
- E. Revised 2003/2004 School Calendar - The committee is recommending approval of the revised 2003/2004 school calendar as cited on page 23. (see page 23 of the agenda)
- F. 2004 Assessment Appeals - The committee is recommending approval of the 2004 assessment appeals as cited on page 24. (see page 24 of the agenda)
- G. Amended Position Description - Executive Administrative Secretary - The committee is recommending approval of the amended Executive Administrative Secretary position description as cited on pages 25-28. (see pages 25-28 of the agenda)
- H. Bowling Team - Amended as follows: The committee is recommending approval for submitting a letter to PIAA supporting having Penn Manor bowling recognized as a member of the Lancaster-Lebanon League.
- I. Retirement Compensation for Mr. Edward Nett - The committee is recommending approval of the retirement compensation for Mr. Edward Nett as cited on page 29. (see page 29 of the agenda)

MOTION ON AUGUST 11, 2003 COMMITTEE OF THE WHOLE MEETINGS AS AMENDED: It was moved by Mr. Thomas Herr and seconded by Mr. Lyon to approve Items B through G and I as presented. Item H as

amended was voted on separately. Item A was tabled. 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.

MOTION ON ITEM H - BOWLING TEAM - OF AUGUST 11, 2003 COMMITTEE OF THE WHOLE MEETING:

It was moved by Mr. Kline and seconded by Mrs. Wert to approve Item H as amended. 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, no; Donna J. Wert, yes; and Kelly K. Withum, no.

4. Consent Agenda for Administrative Actions

- A. Agreement between Penn Manor School District and Donald F. Stewart - The administrative staff is recommending approval of the amended agreement between Penn Manor School District and Donald F. Stewart as cited on pages 30-33. (see pages 30-33 of agenda)
- B. Transfer of Scholarship - The administrative staff is recommending approval for the transfer of the William H. Duncan, Jr. Scholarship from the district's PLGIT Scholarship Account to the Penn Manor School District Education Foundation.
- C. Special Education Supplemental Contract - The administrative staff is recommending approval for the employment of Wayne Homsher as a part-time 1:1 paraeducator for a Penn Manor student for up to 5.5 hours per day, 5 days per week at Lafayette Elementary School starting August 2003 and ending June 2004. The estimated cost is \$12,000.
- D. Special Educational Supplemental Contract - The administrative staff is recommending approval for the employment of Rae Johnson-Bundy as a part-time 1:1 paraeducator for a Penn

Manor Student for up to 5.5 hours per day, 5 days per week at Reidenbaugh Elementary School starting August 2003 and ending June 2004. The estimated cost is \$12,000.

- E. Settlement Agreement – National Telephone Exchange – The administrative staff is recommending approval of the Settlement Agreement with National Telephone Exchange as cited on pages 34-38. (see pages 34-38 of the agenda)
- F. Long Distance Carrier – The administrative staff is recommending approval of D & E Communications as the district's long distance carrier at a rate of \$0.07 per minute effective July 28, 2003 through July 28, 2008.
- G. Approval of Bus Routes – The administrative staff is recommending approval of bus routes for the 2003/2004 school term and also approval for advertising of same. A copy of bus routes is on file in the Transportation Office.
- H. Acceptance of Bus Drivers – The administrative staff is recommending acceptance of bus drivers for the 2003/2004 school term as cited on pages 39-40. (see pages 39-40 of the agenda)
- I. Field Trip Rates – The administrative staff is recommending approval of Field Trip Rates for the 2003/2004 school year as cited on page 41. (see page 41 of the agenda)
- J. Tax Exonerations – The administrative staff is recommending approval of the tax exonerations cited on page 42. (see page 42 of the agenda)
- K. Change Order – Marticville Middle School Elevator Project – The administrative staff is recommending approval of the following change order. Payment to be made from the Capital Reserve Account.

R. S. Reidenbaugh Corp.

Rework existing conduits found below floor slab in the new elevator shaft that were not indicated on the contract.

\$1,691.00

- L. Special Education Contracting Agreement - The administrative staff is recommending approval of an agreement with Lancaster-Lebanon IU13 for provision of special education programs and services for the 2003/2004 school year at an estimated cost of \$863,024.

- M. Change Orders - Martic Elementary School Window Replacement Project -

The administrative staff is recommending approval of the following change orders. Payment to be made from the Capital Reserve Fund.

East Coast Contracting

Eliminate the installation of metal studs and insulation on the interior side on new CMU wall. Install gypsum board directly on CMU surface. District is due a credit for all labor, material, and superintendence minus any documented restocking costs.

\$3,027.00
Deduct

Remove the existing masonry infill below the windows in the Cafetorium. Install wood framing to attach new window frames. Install new flashing and seal exterior surfaces where necessary.

\$3,854.47

- N. Change Order - Martic Elementary School - The administrative staff is recommending approval of the following change order. Payment to be made from the Capital Reserve Fund.

CMC Environmental Hazard Abatement, Inc.

Removal of 200 square feet of floor tile and adhesive in the storage room. The storage room was not part of the original contract. \$300.00

- O. Bid Awards - The administrative staff is recommending awarding the bids for milk, fruit drinks, and ice cream for the cafeteria to the vendors cited on pages 43-45. (see pages 43-45 of the agenda)
- P. Bid Ratification - The administrative staff is recommending approval for the ratification of the IU trash re-bid and custodial bid to the vendors cited on page 46. (see page 46 of the agenda)

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS A-P: It was moved by Mrs. Withum and seconded by Mr. Lyon to approve these items. 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.

5. Consent Agenda for Personnel

- A. Resignations - The administrative staff is recommending the board accept the resignations listed below per the effective date cited.

Barnes, Kelly - secondary professional employee - effective 7/24/03

Fair, David - secondary professional employee - effective 8/5/03

Fox, Randall B. - elementary principal - effective 8/1/03

Graham, Kathleen – Cafeteria/Manor Middle School – effective 7/23/2003

Herr, Audrey – Cafeteria Substitute – effective 7/28/03

Rohrer-Ressler, Anna M. – elementary professional employee – effective 7/18/03

Russell, Emily – secondary long-term substitute/first semester – effective 7/11/03

Scarborough, Monica – elementary professional employee – effective 8/19/03

- B. Employment or Change in Status(*) – The administrative staff is recommending the board accept the individuals listed on pages 47-50 for employment or change in status(*) according to the conditions listed. (see pages 47-50 of the agenda)
- C. Substitute Teachers – The administrative staff is recommending that the individuals listed on page 51 be approved 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. (see page 51 of the agenda)
- D. Elementary Coordinator Stipend – The administrative staff is recommending approval for the payment of the Elementary Coordinator stipend for the 2003/2004 school year as cited below.

Kevin Peart – Elementary Coordinator

\$2075

- E. Co-curricular Positions – The administrative staff is recommending the appointment of the individuals listed on pages 52-54 to the co-curricular positions cited for the 2003/2004 school term. (see pages 52-54 of the agenda)

- F. Retirement Date Correction – The administrative staff is recommending the board approve the following correction in retirement date.

Harris, Ronald L. – Coordinator of Special Services – effective 7/31/03
(effective date previously approved as 8/31/03)

- G. Fall Athletic Co-curricular Positions – The administrative staff is recommending the appointment of the individuals listed on pages 55-56 to the athletic co-curricular positions cited for the fall 2003 season with the stipend as listed. (see pages 55-56 of the agenda)
- H. Rates for Co-curricular Work – The administrative staff is recommending approval of the rates for co-curricular work for the 2003/2004 school year as cited on page 57. (see page 57 of the agenda)

MOTION ON PERSONNEL CONSENT AGENDA ITEMS A, C-D, F-H AND ITEMS B AND E AS AMENDED: It was moved by Mr. Anderson and seconded by Mr. Kline to approve these items. See attached pages for amended Item B and Item E. 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.

6. Addendum Item – Board Resolution – Voted at Committee of the Whole Meeting not to be included in Board Agenda.

MOTION ON ADDENDUM ITEM 7 – CHANGE ORDER: It was moved by Dr. Frerichs and seconded to approve this item. 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 at 9:18 p.m. on a motion by Mr. Kline, a second by Mr. Kreider and a unanimous voice vote.

C. Willis Herr, President

Dolores E. Warfel, Secretary