

**Minutes**  
Committee of the Whole  
May 8, 2006

The Penn Manor School Board met at 6:00 p.m. in Executive Session for a real estate item and Act 93 discussions. Present were Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Geist, Mr. C. Willis Herr, Mr. Lyon, Mr. Rintz and Mrs. Wert. Mr. Kreider and Mr. Rintz were absent. Present from the administrative staff were Mr. Stewart, Ms. Pollock, Mr. Johnston, Mr. Skrocki and Dr. Leichliter. The Executive Session adjourned at 6:55 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. Present were Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Geist, Mr. C. Willis Herr, Mr. Lyon, Mr. Rintz and Mrs. Wert. Mr. Kreider was absent. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichliter. Also in attendance were Mrs. Rhoades, Mrs. Fair, Mr. Dan Burton, Mr. George Brubaker, Mr. Matt Kirk, Penn Manor residents, and Mrs. Howard.

Mr. Herr asked if there were any Citizen's Comments. Mr. Ted Gingrich, 110 Bent Creek Dr. inquired if the board was aware of the approval of new housing developments in Manor Township. Mr. Dave and Mrs. Nancy Craig, 396 N. Duke St. approached the board about a personal student issue.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the May 1, 2006, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman, a second by Dr. Frerichs, and a unanimous voice vote, the Minutes were approved as printed.

To explain the \$19,430,000 sale of bonds and swap transaction, Mr. Skrocki introduced Mr. Dan Burton, RBC Capital Markets; Mr. George Brubaker, Hartman Underhill and Brubaker and Mr. Matt Kirk, Access Financial Markets. Mr. Burton explained the bond purchase agreement, pricing summary and the risks of the swap. Mr. Brubaker reviewed the General Obligation Bonds Resolution. Mr. Kirk reviewed the requirements of Act 23, the Interest Rate Management Plan and the constant maturity swap structure. Questions were asked for clarification. Approval for placement of the 2006 General Obligation Bonds on the May School Board Meeting Agenda was approved on a motion by Mr. Geist, a second by Mr. Rintz and a unanimous voice vote.

Mr. Stewart stated if the district would build a school in the future on the recent purchase of 26 acres the first step in the Plancon process, a special hearing, must be completed prior to the closing of the property to receive reimbursement from the state. He said closing on the property is scheduled for August 1, 2006 and the state requires a month to review the document after the hearing. Mr. Stewart requested approval of a special hearing for Monday, May 15, 2006 at 4:15 p.m. Approval for placement of the special hearing on the May School Board Meeting Agenda was approved on a motion by Mr. DeLuca, a second by Mrs. Friedman and a unanimous voice vote.

Mr. Stewart presented a resolution for the sale of approximately 3.3 acres at Comet Field. He recommended the approval of the resolution directing the solicitor to finalize negotiations with Susquehanna Bank of Pennsylvania for the selling price of \$1,596,000. Approval for placement of the Resolution on the May School Board Meeting Agenda was approved on a motion by Mr. Lyon, a second by Mrs. Wert and a unanimous voice vote.

Mr. Stewart provided the board with an update of expenditures to Charter schools for students enrolled during the 2004-2005 school year. He said the district will be requesting reimbursement from the state for these students. The number of students enrolled in cyber charter schools and cost being paid to the cyber schools for these students is rising each year. The possibility of creating a Penn Manor Virtual Cyber School for elementary students has been discussed with Ms. Pollock and Mr. Reisinger. Mr. Stewart explained the structure of a district Cyber School and an organization called Blended Schools. He provided information about two school districts currently offering the curriculum of Blended Schools. One school district is using the services for enrichment and the other for a pilot cyber school program. He explained the steps that would need to be done to implement a cyber school plan in Penn Manor and the precautions. Ms. Pollock added that a teacher and a technology specialist have been contacted and expressed an interest in working with the program. To recruit a few students for the pilot program, she will contact current families of elementary cyber students and provide information about the Penn Manor pilot cyber school program. Mr. Stewart said more information on this topic will be reported to the board in the future.

Mr. Johnston provided a quarterly update of the student and athletic activity funds. He reviewed the cash and activity balances and through March 31, 2006. He also reviewed the revenue and expenses in these accounts. Mr. Geist asked the cost of the high school yearbook for this year. Mr. Rintz answered the base price is \$62.50

Mr. Johnston provided additional preliminary budget information. He reviewed the recently failed HB 39 legislation and the changes in the budget adoption dates. Adoption of the preliminary 2006-2007 budget is scheduled for Monday, May 15 and the adoption of the budget is scheduled for Thursday, June 15. He reported a tax increase is proposed for 4.7 % or .66 mills. The average cost of the tax increase will be \$83.09 based upon an average assessment of \$125,899.

Mr. Johnston presented the first reading of the student Wellness Policy. It's a federal mandate that the policy be adopted and implemented by July 1, 2006. The policy promotes the health of students and addresses the growing problem of childhood obesity. The policy was developed by a district committee and reviewed by the solicitor. Questions were asked for clarification. Approval for placement of this item on the May School Board Meeting Agenda was approved on a motion by Mr. Lyon, a second by Mrs. Friedman and a unanimous voice vote.

Mr. Johnston explained that school code requires bonding of the Board Treasurer, Secretary and Tax Collector but does not specify the amount of the bond. He reviewed the amount of coverage in the past and the original intent for the bonding. Based upon discussions with the district insurance carrier and solicitor, he recommended that bonding for each of the three positions be set at \$10,000 per position. Approval for placement of

this item on the May School Board Meeting Agenda was approved on a motion by Mrs. Lyon, a second by Mr. Friedman and a unanimous voice vote.

Mr. Stewart explained he was asked by a board member to place the tax waiver practice on the agenda for discussion. He provided information to the board regarding the opinion of the solicitor regarding tax waivers. Information was provided regarding the background of the sale of acreage of a farm to a church. Discussion ensued regarding a tax waiver for this specific instance and in general. Mrs. Wert suggested that the waiver of taxes be placed on the June 5 Committee of the Whole agenda. The board agreed to place this item on the agenda.

Mr. Stewart stated that Penn Manor is an active participant in the Lancaster County Academy, even with student participation in the district Twilight School program. He presented the 2006-2007 Lancaster County Academy budget and requested the budget be placed on the agenda. Approval for placement of this item on the May School Board Meeting Agenda was approved on a motion by Mrs. Wert, a second by Mr. DeLuca and a unanimous voice vote.

Dr. Leichliter requested the addition of two Quiz Bowl advisors, one at each middle school, beginning with the 2006-2007 school year. He explained a pilot Quiz Bowl program was offered this year to students in the gifted program at the Manor and Marticville Middle Schools and was successful. The cost for each advisor would be \$1,165. Approval for placement of this item on the May School Board Meeting Agenda was approved on a motion by Mrs. Friedman, a second by Mr. Lyon and a unanimous voice vote.

The Committee of the Whole adjourned at 8:06 p.m. on a motion by Mr. DeLuca, a second by Mr. Rintz, and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary

May 8, 2006

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 8:17 p.m.

The following members were present: Mr. DeLuca, Mrs. Friedman, Dr. Frerichs, Mr. Geist, Mr. C. Willis Herr, Mr. Lyon, Mr. Rintz and Mrs. Wert. Mr. Kreider was absent. Present from the administrative staff were Mr. Donald Stewart, Ms. Ellen Pollock, Mr. Christopher Johnston, Mr. Steve Skrocki and Dr. Michael Leichliter. Also in attendance were a Penn Manor resident, Mrs. Fair, Mrs. Rhoades and Mrs. Paula Howard.

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, June 12, 2006, 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 April 3, 2006 School Board Meeting. There were none. It was moved by Mrs. Friedman and seconded by Dr. Frerichs to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Student representatives Steve Mohimani and Connor O'Neill reported that the Festival of Learning and Entertainment Penn Manor were very successful. Three rocket teams have qualified for national competition. The Quiz Bowl will be in a final competition against Manheim Township on Brain Busters on May 18. The Girls' Soccer team won the Section I title. They provided the dates for upcoming events including the choral, orchestra and band concerts; Spring Fling; the sports and senior awards programs; the prom and graduation.

Mr. Stewart presented the senior representative, Steve Mohimani, with a gift and thanked him for his participation with the Board. Steve told the board he will be attending Temple University.

Mr. Stewart reported that the partnership with Penn Manor's Twilight School and Millersville University graduate students in counseling won a state competition for their innovative counseling program. Melissa Ostrowski and Dr. Meyers, from Millersville, will enter the program in a national competition in Chicago. He also reported that WITF will be using 5 Penn Manor students for helping with video taping for an "Our Town" production on Millersville.

Ms. Pollock reported that Charlie Reisinger and Penn Manor librarians, Sue Hostetter, Judy Ruth, Nancy Nadig, Kathy Ashworth, Laura Heverling, Carrie Schildnecht and Megan Groff, presented an outstanding program at the Pennsylvania State Librarian Convention. The topic, "Using Your Noodle with Moodle" received



- E. Textbook Adoption – The committee is recommending approval of the textbooks to be purchased as listed. (see page 15)
- F. Strategic Reading – The committee is recommending approval of a Strategic Reading 8 course beginning with the 2006-2007 school year.
- G. Meeting Dates – The committee is recommending approval of the list of Committee of the Whole and School Board Meeting dates for the period of August to September as cited. (see pages 16 - 18)
- H. Building Use Policy Waiver of Fees – The committee is recommending approval of the Building Use Policy waiver of \$500 in custodial fees for History Day at the High School and 7.5 custodial hours for the PMEF kids auction on April 22.
- I. Special Hearing – The committee is recommending the scheduling of a special hearing on Monday, May 15 at 4:15 p.m. for the purchase of acreage as part of the Plancon process.
- J. Best Doctors Program – The committee is recommending approval of the District's participation in the Best Doctor's program for the 2006-2007 year. The cost of the program is \$1 per employee per month. As a result of participation in the program, the District's health care reinsurance carrier will reduce its premium by 4%. The approximate net annual cost to the District is \$867.
- K. Capital Projects Plan Budget – The committee is recommending approval of the 2006-2007 capital projects plan in the estimated amount of \$3,602,553. Payment for the projects will come from the capital reserve fund and the 2005 construction fund. (see pages 19 - 22)
- L. Volunteer Coaches Handbook – The committee is recommending approval of the Volunteer Coaches Handbook as presented.
- M. Athletic Fields Feasibility Study – The committee is recommending approval of a contract with Derck & Edson Associates for an artificial turf fields feasibility study in the amount of \$5,000 plus reimbursable expenses. Payment to be made from the 2005 Construction Fund. (see pages 23 - 25)
- N. Sale of Comet Field Property – The committee is recommending approval the resolution of the sale of Comet Field property. **This item was removed.**
- O. “First Reading” Student Wellness Policy – The committee is recommending approval of the “First Reading” of the Student Wellness Policy. (see pages 26 - 27)
- P. Appointment of Board Treasurer – The committee is recommending that the board appoint Christopher J. Johnston to the position of Treasurer of the Board of Directors for a one year term for the coming fiscal year, July 1, 2006 through June

30, 2007 and set the bond for this position at \$10,000 and to further authorize that the school district purchase this bond.

- Q. Appointment of Tax Collector – The committee is recommending that the board appoint Christopher J. Johnston, Administrative Assistant for Business, as Tax Collector for the Penn Manor School District effective July 1, 2006 and set the bond for this position at \$10,000 and to further authorize that the school district purchase this bond.
- R. Appointment of Board Secretary – The committee is recommending that the board appoint Paula E. Howard to the position of Board Secretary at the rate of \$2,847 for a one year term effective July 1, 2006 through June 30, 2007 and set the bond for this position at \$10,000 and to further authorize that the school district purchase this bond.
- S. Lancaster County Academy Budget – The committee is recommending of the Lancaster County Academy budget for the 2006-07 program year. (see pages 28 - 30) Ballot enclosed.
- T. Middle School Quiz Bowl Position – The committee is recommending approval of a Middle School Quiz Bowl Co-curricular position beginning with the 2006-2007 school year.

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEMS 2 A-M, O-T:** It was moved by Donna Wert and seconded by Johnna Friedman to approve these items as amended. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, absent; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 3. A–Y. Consent Agenda for Administrative Actions**

- A. “Final Reading” Bullying and Cyber Bullying Policy – The committee is recommending approval of “Final Reading” of the Bullying and Cyber Bullying Policy as cited. (see pages 31 - 32)
- B. Approval of Graduates – Dr. Janice Mindish, High School Principal, is recommending that the board approve the members of the Class of 2006 to receive their diplomas provided that they have met the necessary criteria as established by the board policy to be considered as graduates.
- C. Tuition Free Seniors – The administrative staff is recommending approval of the following students as tuition free seniors for the 2005/2006 school year.  
     Richard Decker Jr.  
     Rachael Dixon  
     Benjamin Gambino

- D. Tuition Student – The administrative staff is recommending the approval of the tuition student listed below for the 2006-2007 school year. Enrollment is dependent upon payment of tuition in compliance with policy #202.  
Lexie Hershey – grade 3, Eshleman Elementary
- E. Budget Transfers – The administrative staff is recommending approval of the budget transfers as listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- F. Tax Exonerations – The administrative staff is recommending that the board approve the tax exonerations as listed. (see page 33)
- G. Approval to Bid – The administrative staff is recommending granting authorization to advertise for the bid for the following items for the 2006/2007 school year:
- Ice Cream  
Milk  
Fruit Drinks / Iced Tea
- H. Bid Awards – The administrative staff is recommending ratification for the awarding of the following bids as cited for 2006-2007. (see pages 34 - 40)
- IU Trainer/Medical/Athletic Bid  
IU Technology Education Supplies Bid  
IU Instructional Classroom/Office Supplies Bid  
IU Instructional Art Supplies Bid  
IU Catalog Discounts Bid (2006-2008)  
PMSD Athletic Supplies Bid
- I. Bid Award for Manor Chilled Water Pipe Insulation Replacement Project –The administrative staff is recommending awarding bids to the following contractor for the amount stated below for the Manor chilled water pipe insulation replacement project. The bid tabulation is attached. Payment to be made from the capital reserve fund. (see page 41)
- |                  |   |                     |
|------------------|---|---------------------|
| <u>CMC, Inc.</u> |   |                     |
| Base Bid         |   | \$63,800            |
| Alternate Bid    | + | \$29,200 (Armaflex) |
| Total Bid        |   | \$93,000            |
- J. Approval of Contracts and Notice to Proceed for Manor Chilled Water Pipe Insulation Replacement Project – The administrative staff is recommending approval and execution of contract agreements and issuance of a notice to proceed to the following contractor for the amount stated below for the Manor chilled water pipe insulation replacement project, pending final review from the district solicitor. The bid tabulation is attached. Payment to be made from the capital reserve fund. (see page 41)



<u>CMC, Inc.</u>		
Base Bid		\$63,800
Alternate Bid	+	\$29,200 (Armaflex)
Total Bid		\$93,000

- K. Bid Award for Comet Field House – The administrative staff is recommending awarding bids to the following contractors for the amounts stated below for the Comet Field House renovation project. The bid tabulations are attached. Payment to be made from the 2005 Construction Fund. (see pages 42 - 46)

General Construction	Penncrest Construction Co.	\$405,000
Site Paving	Pflumm Contractors, Inc.	\$150,028
Plumbing	Leo Kob Co., Inc.	\$79,000
HVAC	Leo Kob Co., Inc.	\$53,000
Electrical	McCarty & Son, Inc.	\$56,084

- L. Approval of Contracts and Notice to Proceed for Comet Field House – The administrative staff is recommending approval and execution of contract agreements and issuance of a notice to proceed the following contractors for the amounts stated below for the Comet Field House renovation project. The bid tabulations are attached. Payment to be made from the 2005 Construction Fund. (see pages 42 - 46)

General Construction	Penncrest Construction Co.	\$405,000
Site Paving	Pflumm Contractors, Inc.	\$150,028
Plumbing	Leo Kob Co., Inc.	\$79,000
HVAC	Leo Kob Co., Inc.	\$53,000
Electrical	McCarty & Son, Inc.	\$56,084

- M. Drainage Improvement Contract – The administrative staff is recommending approval of a contract with Derck & Edson Associates for engineering work pertaining to Manor Middle School draining improvements. The amount of the contract is \$975.00 plus reimbursable expenses. Payment to be made from the capital reserve fund.

- N. PSBA Membership – The administration is recommending approval for membership in the Pennsylvania School Boards Association, Inc. and payment of membership dues in the amount of \$11,513.18.

- O. 2006-2007 School Breakfast and Lunch Prices – The administrative staff is recommending approval of the 2006-2007 school breakfast and lunch prices as cited. (see page 47).

- P. Signing of Checks – BE IT RESOLVED that the President, Vice President, and Jeffrey E. Lyon are hereby authorized to sign checks (or use facsimile) for the following accounts with three signatures being required effective July 1, 2006.

PMSD General Account	President
PMSD Payroll Account	Vice President
Cafeteria Account	Jeffrey E. Lyon
Capital Reserve Accounts	
PMSD Section 125 Accounts	
2005 Construction Fund	

- Q. Change Order #EC-04 – Maintenance Facility Project – The administrative staff is recommending approval of change order #EC-04 with Shannon A. Smith, Inc. in the amount of \$784.39. The change order is for labor, materials and equipment necessary to provide a battery pack for emergency lights in the office area. This was required by the codes officer. The change order also provides for breaker and wiring required to power the new electric water heater. Payment from the 2005 Construction Fund.
- R. Penn Manor School Board Special Meetings – The administrative staff is recommending approval of special meetings of the Penn Manor School Board for Monday, May 15, 2006 at 4:00 p.m. for the purposes of approving the preliminary 2006-2007 budget, and Thursday, June 15, 2006 at 4:00 p.m. for the purposes of adopting the 2006-2007 budget.
- S. Field Topographic Survey Contract – The administrative staff is recommending approval of a topographic survey contract for Comet Field with Steckbeck Engineering & Surveying in the amount of \$2,000 plus reimbursable expenses. Payment to be made from the 2005 Construction Fund.
- T. Environmental Site Assessment Contract – The administrative staff is recommending approval of a phase I environmental site assessment contract with The Wanner Group, Inc. in an amount not to exceed \$1,917. The Wanner Group will perform the environmental site assessment at the Fisher property on Donnerville Road. This property is under agreement of sale with Penn Manor School District. Payment to be made from the 2005 Construction Fund.
- U. Pepsi Vending Agreement – The administrative staff is recommending approval of a full-service vending agreement with the Pepsi-Cola Company for the period of March 1, 2006, through February 28, 2007, as per the attached exhibit. (see pages 48 - 52)
- V. PACC Contract Participation – The administrative staff is recommending approval to participate in the PACC (PA Capital City) automotive and equipment contract as per the attached resolution. (see page 53)
- W. High School Honeywell Agreement – The administrative staff is recommending approval of a service contract with Honeywell Building Solutions for preferred automation maintenance of equipment (except chillers) at Penn Manor High School for the term and price listed below.

2006-2007	\$63,565.95
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2007-2008	\$63,565.95
2008-2009	\$63,565.95

- X. District (Except High School) Honeywell Agreement – The administrative staff is recommending approval of a service contract with Honeywell Building Solutions for preferred automation maintenance of equipment (except chillers) at all district buildings (except Penn Manor High School) for the term and price listed below.

2/1/2006 to 1/31/2007	\$87,901.00
2/1/2007 to 1/31/2008	\$87,901.00
2/1/2008 to 1/31/2009	\$87,901.00

- Y. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited. (see page 54)

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A - Y:** It was moved by Carlton Rintz and seconded by Joseph DeLuca to approve these items as amended. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, absent; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

**Item 4. A - K. Consent Agenda for Personnel**

- A. Employment or Change in Status(\*) – The administrative staff is recommending the board accept the individuals listed for employment or change in status(\*) according to the conditions listed. (see pages 55 - 56)
- B. Substitute Teachers – The administrative staff is recommending that the individuals listed 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 57)
- C. Family Medical, Designated Family Medical, Intermittent Family Medical and Child Rearing Leaves – The administrative staff is recommending granting Family Medical, Designated Family Medical, Intermittent Family Medical and Child Rearing Leaves to the individuals listed according to the terms listed. (see page 58)
- D. Professional Leaves – The administrative staff is recommending approval of the professional leaves cited for the 2006/2007 school year. (see page 59)
- E. Resignations – The administrative staff is recommending the board accept the resignations of the individuals listed per the effective date cited.

Kathleen Buckwalter – effective April 23, 2006  
Cynthia Garcia – effective June 7, 2006

Kathi Jo Gemmill – effective April 27, 2006  
Tiffany Zook – effective June 30, 2006

- F. Termination – The administrative staff is recommending the board accept the termination of the individual listed below per the effective date cited.

Donald McMillan – effective March 22, 2006

- G. Department Coordinators Salaries – The administrative staff is recommending approval of the department coordinators for the 2006/2007 school year as listed.

James Knapp – Technology Coordinator – grades 7-12  
Christine McKnight–Middle School Language Arts Coordinator– grades 7-8  
CeCe O’Day – English Coordinator – grades 9-12

- H. Employment of Quay Hanna – The committee is recommending approval of the agreement with Quay Hanna for 600 hours of consulting services at the rate of \$40.00 per hour for the 2006-07 school year.

- I. Speech and Language Clinician – The administrative staff is recommending the approval of Charlotte Horton as an independent Speech and Language Clinician at a rate of \$50.00 per hour, not to exceed 150 hours.

- J. 2005/2006 Volunteer Coaching Position – The administrative staff is recommending the approval of the individual listed a volunteer coach for the 2005-2006 school year.

John Birkenbine – Track and Field

- K. Data Entry – The administrative staff is recommending the following employee be approved for an additional 2 hours at the rate of \$11.31 per hour for data entry of high school course requests.

Traci Frantz

**MOTION ON PERSONNEL CONSENT AGENDA ITEM 4 A - K:** It was moved by Richard Frerichs and seconded by Joseph DeLuca to approve this item as amended. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, absent; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

#### **Item 5. Sale of Property Resolution**

- A. The administrative staff is recommending the approval of the resolution as attached directing the solicitor to finalize negotiations with Susquehanna Bank of

Pennsylvania for the sale of approximately 3.3 acres of commercial property at Comet Field for the selling price of \$1,596,000.

**MOTION ON PERSONNEL CONSENT AGENDA ITEM 5A:** It was moved by Johnna Friedman and seconded by Jeff Lyon to approve this item. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, absent; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

The meeting adjourned at 8:52 p.m. on a motion by Mr. DeLuca and seconded by Mr. Geist and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary