

Minutes
Committee of the Whole
October 2, 2006

The Penn Manor School Board met in Executive Session at 6:00 p.m. in the Board Room at Manor Middle School for the discussion of legal matters, student discipline and judicial review. 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. Kreider, Mr. Lyon, Mr. Rintz and Mrs. Wert. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichliter. The meeting adjourned at 7:00 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:12 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. Kreider, Mr. Lyon, Mr. Rintz and Mrs. Wert. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichliter. Also in attendance were Dr. Jan Mindish, Mr. Darrin Donmoyer, Mrs. Rhoades, Mrs. Isabelle Rudisill, Penn Manor residents, Millersville students and Mrs. Howard.

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

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the August 28, 2006 and September 11, 2006 Committee of the Whole Meetings. Hearing none, on a motion by Dr. Frerichs a second by Mrs. Friedman, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Johnston announced that a review of Swap investments will be presented by Mr. Matt Kirk, an independent advisor from Access Financial Markets. Mr. Johnston said the first Swaption was entered into agreement in May 2004 and expires June 2016. The second Swaption was entered into agreement June 1, 2006 for the series of 2006 bond money and expires June 2016. Mr. Kirk distributed a 2006 SWAP Monitoring Report for board members to review. He explained the outstanding Swap valuation as of June 30, 2006. He also explained the historical graph of the BMA index averages for the 2004 Fixed-to-Floating Swaption, and the historical graph of the Risk Analysis of the 2006 CMS Basis Swap.

Mr. Johnston provided a 2005-2006 audit update. He reported that the expenses were 3.47% under budget. He felt the primary cause can be attributed to the decrease in healthcare expenses. He listed the factors that contributed to the reduction in healthcare expenses including the establishment of the District Wellness Committee. Mr. Johnston also reviewed the local, state and federal gains that contributed to revenues exceeding the budgeted amount by 5.63%. Mr. Johnston requested permission to place on the agenda the transfer of \$1,876,291.55 to the Capital Reserve Fund. He said this would help fund the project list and reduce the need for additional debt. Approval for placement of the Capital Reserve Fund transfer on the October School Board Meeting Agenda was

approved on a motion by Mrs. Friedman, a second by Mr. Rintz and a unanimous voice vote.

With a PowerPoint presentation, Mr. Darrin Donmoyer reported on the Penn Manor drug and alcohol education and prevention efforts. Mr. Donmoyer stated that drug and alcohol education and prevention takes on many forms by various individuals and departments within the district. Most of the efforts are through the health curriculums, student assistance program, counseling staff and administration. He explained the efforts that are being done in the elementary, middle and high schools and the initiatives that he has started at Penn Manor. He also distributed a summary of the efforts for reference. Mr. Donmoyer concluded by saying that Penn Manor appears to have an array of drug and alcohol programs for all grade levels and new efforts are occurring every year. Dr. Mindish stated that this is the 8th year for the parent sponsored Post Prom which has been well attended by students. With the Post Prom the parents also help to make the school a safe place for the students. Mr. Geist thanked Mr. Donmoyer for his presentation and for the summary of district drug and alcohol prevention efforts. Questions were asked about the student opinions of the random drug testing. Dr. Mindish and Mr. Donmoyer responded by repeating some of comments they have heard from the students. Dr. Mindish said the random drug testing didn't stop students from playing sports or applying for parking permits.

Mr. Stewart provided an update on the random drug screening. He said all the procedures are in place for the first random testing by Lancaster General Hospital. He said all of the Penn Manor nurses were trained at the hospital this summer and met with the personnel who will be doing the screening. At this point 774 names are in the pool including the 145 students who were volunteered by parents. He stated that a couple of other districts and the CTC are looking into a drug screening program. Questions were asked for clarification of the screening process.

Mr. Skrocki distributed a construction schedule for the Marticville Middle School renovations. Mr. Stewart stated that Crabtree Rohrbaugh continues to meet with the staff. Work is being done to keep project costs down. Housing for the Marticville students during the construction is being explored. He said consideration is being given to move the Marticville students to Manor Middle School for a year. He stated before a recommendation is presented to the board, it will need to be determined if there is a cost savings to empty Marticville School during the construction. Details regarding the cost for transporting the Marticville students to Manor, scheduling of the school day and portable classrooms are being studied. Mr. Stewart said a recommendation will be presented to the Board at a later date.

Dr. Leichliter presented a report on the 2006 S. A. T. scores. He reported that the class scored 492 in reading, 513 in math and 474 in writing. A historical graph for the past 15 years of the student math and verbal S. A. T. scores and a graph comparing the Penn Manor combined scores to the national average were reviewed. Dr. Leichliter said that 60% of the Class of 2006 elected to take the S. A. T. Dr. Mindish stated that the district pays for all juniors to take the PSAT. This has helped to prepare the students who elect to take the S. A. T. Dr. Frerichs inquired if the percentage of high school students taking the S. A. T. has increased. Dr. Mindish replied that 60-65% of the students take the S. A.

T. and all students are encouraged to take the test if they plan to go on for further education.

Dr. Leichliter reported on the 2006-2007 enrollment. He said the opening enrollment for the school year was 5,304 which is down from last year. He presented and explained the ten year historical graph for kindergarten enrollment and the Penn Manor total enrollment trend graph. He also reviewed the elementary, middle and high schools summer enrollment changes. Dr. Leichliter said that the district will be closely monitoring enrollment trends, particularly in Manor Township. Questions were asked for clarification.

Mr. Stewart distributed a proposal for a board workshop. November 6 is the suggested date for the workshop, starting at 4:00 and will continue until the Committee of the Whole meeting at 7:00. Approval for placement of this item on the October School Board Meeting Agenda was approved on a motion by Dr. Frerichs, a second by Mrs. Wert and a unanimous voice vote.

Ms. Pollock reported on Penn Manor District Wellness. She explained that the initiative of the Wellness Committee is to promote staff wellness, which has helped to reduce health care costs. The Wellness Program this year is "Get Up and Get Moving." The Wellness Committee is facilitated by Ms. Pollock and Mr. Skrocki. Mr. Steve Kramer is the new Wellness Coach. She said that the Wellness Policy Committee, which focuses on student wellness, is facilitated by Mr. Wolfgang. She highlighted and explained the wellness initiatives for the students which include curriculum changes, a cafeteria goal of 30% less fat, BMI reporting by nurses, the Penn Manor Education Foundation/Kegel partnership with visits to classrooms teaching the students about the virtues of fruits and vegetables, and dental hygiene education. She said state mandates have led to the reduction of fat in the food served to the students. Also, nurses are now required to measure student body mass. She distributed a Body Mass Index chart and a sample of the letter that is sent home to the parents reporting the height, weight and body mass for their child. She also reported that the Brush Brush Bus, funded by St. Joseph Health Ministries, grants and endowments, in the past couple of years has served 22 students at Hambright and this year for Conestoga who met the criteria. Ms. Pollock explained other dental hygiene initiatives. Questions were asked for information.

Mr. Stewart presented a suggested revision of the Penn Manor Naming of New Facilities Policy and copies of similar policies from Council Rock and Allentown School Districts for review. He explained the items that were added to the existing Penn Manor policy. He also reviewed some key points in the sample policies for consideration. After some discussion and suggested revisions to the Penn Manor policy the board instructed Mr. Stewart to change the Penn Manor policy for review by the district solicitor. The policy will be presented to the board for a first reading at the October 10 meeting.

Mr. Rintz inquired if the district has a uniform Comet logo. Mrs. Rhoades responded to his question. It was decided that a uniform logo would be developed for the district.

Mr. DeLuca reported that the Tax Study Commission has had two meetings and will be meeting again this week. At the first meeting a PSBA Act 1 Webcast was viewed. Mr.

Skrocki provided information on how schools are funded at the second meeting. The meeting this week will begin to focus on tax shifting.

Mr. Geist thanked Mr. Stewart for allowing the Penn Manor Foundation time to address the faculty at the first in-service. He reported that through the district payroll deduction program approximately \$12,000 has been committed to the Foundation. A Penn Manor Foundation portfolio was given to every employee who participated in a donation to the Foundation through the payroll deduction plan. Mr. Geist presented board members with a portfolio for their generous support.

Mr. Stewart reviewed the latest schematic plans for the Commercial triangle. He discussed the changes to the format of the roads, installation of a chain link fence and netting and the tentative timeline for the start of the changes to the Commercial triangle.

The Committee of the Whole adjourned at 8:50 p.m. on a motion by Mr. Lyon, a second by Mr. DeLuca, and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary