

Minutes
Committee of the Whole
February 11, 2008

The Penn Manor School Board met in Executive Session at Penn Manor High School beginning at 6:00 p.m. for the discussion of a legal matter, personnel, the Superintendent's evaluation and a student matter. The Executive Session adjourned at 6:50 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:04 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Long, Mr. Rintz, Mr. Schlotzhauer and Mrs. Wert. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mrs. Ostrowski, Mr. Wolfgang, Mrs. Julie Bibiloni, Mrs. Isabelle Rudisill, Penn Manor residents, student representatives Lexi Adams and Meghan Ecker, Penn Manor students, Boy Scout Troop 105, Mr. and Mrs. Keim, Ms. Lisa Gockley a newspaper reporter, Mrs. Cindy Rhoades and Mrs. Howard.

Mr. Herr announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, March 3 at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. Mr. Ken Keim asked if the board had a response to the letter Mr. and Mrs. Keim sent to the board regarding the showing of R rated movies in the high school. Mr. Herr asked Mr. and Mrs. Keim if they wanted this item on a future board agenda for discussion. Mr. and Mrs. Keim agreed. Mr. Stewart said he would contact the social studies department for a presentation at the March 3 meeting.

A boy scout from Troop 105 announced that the troop was observing the board meeting for a Citizenship badge.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the February 4, 2008 Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Rintz and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided an overview of the Dual Enrollment Program at Penn Manor. He introduced Mrs. Melissa Ostrowski, a high school counselor, who explained the enrollment process for the 4 students attending Thaddeus Stevens and Penn Manor High School through the Dual Enrollment Program. Ethan Wissler, Cody Frusetta and Matt Delfavero explained some of the classes they were taking at Thaddeus Stevens, the program as it relates to them and their future plans. Questions were asked by the board members.

Mr. Johnston and Mr. Wolfgang, the Director of Support Services and Food Services, provided an overview of the cafeteria nutrition initiatives. Information was distributed on previous and current cafeteria nutritional changes, the calorie and fat content in elementary ala carte offerings and lunch participation percentages of the schools Lancaster County. Mr. Wolfgang explained the items that are permissible for a lunch meal package, the ala carte

offerings and possible substitutions for items high in sugar. He announced that in April an experiment will be conducted in the schools eliminating home baked cookies in elementary and secondary schools and French fries in the middle school. Mr. Stewart commended Mr. Wolfgang for making nutritional changes to the school lunch program. Discussion ensued between the board members, the students, Mr. Wolfgang and Mr. Johnston.

Mr. Johnston provided a 2008-2009 budget update. He reviewed the changes in revenues relating to the state basic education and special education subsidies, the Tax Rebate Program proposal and the elimination of Title V funding. He also reviewed the increases in salary, utilities and tuition accounts. Mr. Johnston provided information on upcoming revenues and expenses. Questions were asked for clarification by board members. Mr. Johnston asked the board for suggested dates for a budget workshop.

Ms. Pollock provided information on the history of tuberculin testing of children entering school, ninth graders and all school employees. She explained that as of November 1997 school districts were able to apply for a modification to the TB testing requirement to allow for the elimination of student testing. Ms. Pollock said Penn Manor applied for the waiver and it was granted. She added that new employees will continue to be tested.

Mr. Stewart reviewed the proposed school board meeting calendar. He suggested that when the scheduled Monday board meeting date follows a holiday or a student vacation day that the board meeting be scheduled for Tuesday instead. Mr. Stewart will revise the board meeting calendar per board member suggestions.

Mr. Skrocki presented and explained the terms of the Clipper Calendar agreement. He explained that Clipper has been producing the Penn Manor calendar since 2000. Clipper will be responsible for the design, production, printing of 17,500 copies, securing the ads and mailing the calendars to every home in the district. The cost is approximately \$6,000. Discussion ensued on the agreement. Approval for placement of this item on the February 11 board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Hoke. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Skrocki explained the terms of the current farm lease agreement for the Fisher farm. He said the amount for the current contract is \$165 per acre for 23 acres. The new agreement will increase to \$225 per acre for a total of \$5,175. He added that Mr. Charles is in agreement of the increase. Approval for placement of this item on the February 11 board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Rintz. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Student representatives, Lexy Adams and Meghan Ecker, recapped the January events in the high school. They also reported on upcoming events for February and the planned Student Council activities. They announced that over \$6,000 was raised by students in National Honor Society for the Four Diamonds fund.

Mr. Stewart said that 2 years ago Girls' Lacrosse was elevated to a PIAA sport. He explained that there is now enough interest to create a Boys' Lacrosse league as a PIAA sport. Mr.

Stewart presented a resolution supporting Boys' Lacrosse as a PIAA sport for placement on the agenda. Approval for placement of this item on the February 11 board agenda was approved on a motion by Mrs. Wert and seconded by Mr. DeLuca. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Stewart showed the site plan for the proposed Silar Property development, called Highfield Farm, which is adjacent to the high school. He explained the proposed plan submitted by the developer and the location of the connecting sidewalk between the high school and the proposed development. Mr. Stewart said that after recent correspondence from the architect there are still some unanswered questions. After board discussion Mr. Stewart said he will send a letter to the architect requesting additional information regarding grading and the water retention basin, a stipend for ongoing maintenance of the sidewalk and electrical fixtures and fees.

Mr. Skrocki presented and explained the resolution for the support of Senate Bill 777 giving the school district authorization to use a third party for the collection of delinquent real estate taxes. He said if the resolution is approved he will send it to the appropriate legislators. Approval for placement of this item on the February 11 board agenda was approved on a motion by Mr. Rintz and seconded by Mr. Long. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Stewart presented and explained the resolution opposing the proposed high school Graduation Competency Assessments as it presently exists. If the resolution is approved it will be sent to PSBA and the appropriate legislators. Approval for placement of this item on the February 11 board agenda was approved on a motion by Mr. DeLuca and seconded by Mrs. Friedman. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Stewart presented the Dress and Grooming Policy #221 for a final reading. He said the policy has been reviewed and approved by Dr. Mindish. Questions were asked for clarification. Approval for placement of this item on the February 11 board agenda was approved on a motion by Mr. Rintz and seconded by Mr. Long. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

The Committee of the Whole adjourned at 8:57 p.m. on a motion by Mrs. Friedman, a second by Mr. DeLuca, and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary

February 11, 2008

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr at 8:57 p.m.

The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Long, Mr. Rintz, Mr. Schlotzhauer and Mrs. Wert. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Dr. Lechliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mrs. Isabelle Rudisill, Mrs. Julie Bibiloni, Mrs. Rhoades and Mrs. Howard.

Mr. Herr announced that the next scheduled meeting will be held on Monday, March 3, 2008 following the Committee of the Whole Meeting in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any additions or corrections to the Minutes of the February 4, 2008 School Board Meeting. There were none. It was moved by Dr. Frerichs and seconded by Mr. DeLuca to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mr. Stewart reported that Wally Walker's retired jersey will be displayed in the high school cafeteria. He said the process has begun to find a replacement field hockey jersey for Lisa Bervinchak. This jersey was also retired and lost during the high school renovation. He also said that he has contacted the district solicitor regarding a policy relating to retired jerseys. Mr. Stewart announced the names of the 5 senior girls who recently signed letters of intent.

Mr. Johnston reported the Treasurer's Report for the month of December is posted. He reviewed some of the items presented for payment. It was moved by Donna Wert and seconded by Johnna Friedman to approve to authorize payment of bills in the amounts of \$293,606.51 dated 12/4/07, \$384,435.14 dated 12/5/07, \$288,485.78 dated 12/7/07, \$111,208.42 dated 12/10/07, \$313,129.10 dated 12/13/07, \$1,394,430.11 dated 12/18/07, \$617,152.21 dated 12/19/07, \$184,245.64 dated 12/21/07, \$684,272.59 dated 12/27/07, \$121,274.25 dated 12/31/07 for a total of \$4,392,239.75 from the General Fund; \$121,047.40 dated 12/13/07, \$115,085.19 dated 12/19/07 for a total of \$236,132.59 from the Cafeteria Fund; \$11,719.00 dated 12/17/07, \$300.00 dated 12/19/07 for a total of \$12,019.00 from the Capital Reserve Fund; \$672,811.46 dated 12/17/07 for a total of \$672,811.46 from the 2006 Construction Fund; and payroll in the amounts of \$762,877.79 dated 12/5/07, \$747,507.17 dated 12/19/07 for a total of \$1,510,384.96. The following roll call vote was taken on this motion: Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

Mr. Johnston reported the Treasurer's Report for the month of January is posted. He reviewed some of the items presented for payment. It was moved by Richard Frerichs and seconded by Joseph DeLuca to approve to authorize payment of bills in the amounts of \$372,922.44 dated 1/2/08, \$274,228.33 dated 1/3/08, \$379,913.39 dated 1/4/08, \$253,724.19 dated 1/8/08, \$93,039.08 dated 1/10/08, \$326,471.29 dated 1/16/08, \$125,803.54 dated

1/17/08, \$87,899.70 dated 1/18/08, \$109,094.50 dated 1/21/08, \$58,062.81 dated 1/24/08, \$169,246.74 dated 1/30/08, \$614,782.95 dated 1/30/08 for a total of \$2,865,188.96 from the General Fund; \$77,461.60 dated 1/11/08, \$104,446.83 dated 1/24/08 for a total of \$181,908.43 from the Cafeteria Fund; \$65,881.00 dated 1/11/08, \$254,945.72 dated 1/21/08, \$226,320.46 dated 1/30/08 for a total of \$547,147.18 from the Capital Reserve Fund; \$2,105.72 dated 1/11/08, \$26,204.18 dated 1/22/08 for a total of \$28,309.90 from the 2005 Construction Fund; \$172,037.29 dated 1/11/08, \$606,204.27 dated 1/22/08, \$216.18 dated 1/30/08 for a total of \$778,457.74 from the 2006 Construction Fund; and payroll in the amounts of \$736,767.86 dated 1/2/08, \$698,694.69 dated 1/16/08, \$799,264.22 dated 1/30/08 for a total of \$2,234,726.77. The following roll call vote was taken on this motion: Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

The February 11, 2008 School Board Meeting Agenda was reviewed.

Item 2 A – G: Consent Agenda for the February 4 and 11, 2008 Committee of the Whole Meetings

- A. Property Tax Rebate Program – The committee is recommending approval of the attached resolution (see pages 5 – 11.)
- B. Calendar Production Contract – The committee is recommending approval of a school calendar design and production agreement with Gannett Co., Inc., d/b/a Clipper Magazine, for the 2008-2009 school year as per the terms cited in the attached agreement.
- C. Farm Lease Agreement – The committee is recommending approval of the lease of 23 acres of farm land formerly belonging to Mr. and Mrs. Abe Fisher to Mr. Clifford Charles at the rate of \$225 per acre or \$5,175, for the period of April 1, 2008, to March 31, 2009 as per the attached (see pages 12 – 13.)
- D. Boys’ Lacrosse – The committee is recommending approval of Boys’ Lacrosse as an official high school sport upon the creation of an official league by and under the jurisdiction of the Lancaster Lebanon Athletic Director’s Association (see page 14.)
- E. Senate Bill 777 – The committee is recommending approval of the attached resolution in support of SB 777 dealing with delinquent property tax collection (see page 15.)
- F. Graduation Competency Assessment Resolution – The committee is recommending approval of the attached resolution opposing the proposed high school graduation competency assessments (see page 16.)
- G. “Final Reading” Dress and Grooming Policy #221 – The committee is recommending the approval of the “Final Reading” of the Dress and Grooming Policy #221 (see page 17.)

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEMS 2 A – G: It was moved by Carlton Rintz and seconded by Joseph DeLuca to approve these

items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

Item 3 A - E.

Consent Agenda for Administrative Actions

- A. 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/>).
- B. Tax Exoneration – The administrative staff is recommending approval of the tax exoneration as cited (see page 18.)
- C. Venture Grants – The administrative staff is recommending the acceptance of Penn Manor Education Foundation Venture Grants as listed (see pages 19 – 20.)
- D. Comet Grants – The administrative is recommending the acceptance of the Comet Grants as listed (see page 21.)
- E. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited (see page 22.)

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – E:

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. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

Item 4 A - G.

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 23 – 24.)
- 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 25.)
- C. Leaves – The administrative staff is recommending granting Family Medical Leave and Child Rearing leaves to the individuals listed according to the terms listed (see page 26.)
- D. Training for High School Special Education Case Manager – The administrative staff is recommending that Jodie Henderson be approved to provide up to five (5) hours of training to the new High School Special Education Case Manager at the hourly rate of \$ 31.00.
- E. Golf Coach – The administrative staff is recommending the approval of Matt Goudie to the position of Golf Coach for the 2008-2009 school year.

- F. Mentors – The administrative staff is recommending approval of the following mentors for the 2007-2008 school year:

Bonnie Gambler	entry level	\$394.00
Maria Vita	Step 1	\$401.50

- G. Resignations – The administrative staff is recommending the board accept the resignation of the individuals listed below per the effective date cited.

Pamela Erb – Building/Playground/ERA – effective 1/18/2008
 Robert Thomas – Part Time Custodian – effective 1/9/2008

MOTION ON PERSONNEL AGENDA ITEMS 4 A - G: It was moved by Richard Frerichs and seconded by Carlton Rintz to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

Item 5 A. **Consent Agenda for Personnel**

- A. Lunch Detention Monitor/Classroom – The administrative staff is recommending additional hours of employment for Mr. Jeremy Nesmith to serve as a high school lunch detention monitor effective February 13, 2008 at the rate of \$25.00 for 146 hours (see page 27.)

MOTION ON PERSONNEL AGENDA ITEM 5 A: It was moved by Richard Frerichs and seconded by Carlton Rintz to approve this item as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

The meeting adjourned at 9:37 p.m. on a motion by Mr. Rintz and seconded by Dr. Frerichs and a unanimous voice vote.

The board held an Executive Session following the Board Meeting for the discussion of the Superintendent's evaluation.

C. Willis Herr, President

Paula E. Howard, Secretary