

Minutes
Committee of the Whole
October 5, 2009

The Penn Manor School Board met in a Workshop Session beginning at 4:00 p.m. for the discussion of a Master Facility Study and Legal Services. The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Long, Mr. Schlotzhauer and Mrs. Wert. Mr. Rintz was absent. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Alvernia University students. The Workshop Session adjourned at 6:30 p.m.

The Penn Manor School Board met in Executive Session beginning at 6:30 p.m. for the discussion of personnel and student matters. The Executive Session adjourned at 6:55 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. Schlotzhauer and Mrs. Wert. Mr. Rintz was absent. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mrs. Kari Steinbacher, Mr. Matt Fox, Mr. Brad Aungst, Mrs. 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 Tuesday, October 13 at 7:00 p.m. in the Board Room of the Manor Middle School.

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 September 8, 2009, Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Long and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter reported that Diane Tyson, Lancaster County Academy Program Director, spoke with the high school counselors, principals and administration regarding the Academy enrollment process. Dr. Leichliter presented the Articles of Agreement for Establishment and Operation of the Lancaster County Academy for placement on the agenda. Approval for placement of this item on the 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, absent; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Johnston provided a 2008-2009 audit update. He reviewed the expenses under the budgeted amount and the revenues that were higher than the projected budgeted amounts. Questions were asked by board members.

Mr. Johnston reviewed options for unexpended budget. At the October 13 board meeting Mr. Johnston will be presenting a recommendation for placement on the voting agenda the transfer

of the unexpended budget and the re-designation of the Fund Balance. Questions were asked by board members.

Mr. Skrocki reviewed the district's requested participation in the IU13 electricity program to receive electricity supply starting in January 2010. He said that the goal of the program is to create savings and budget stability due to the expiration of PPL's rate caps. The proposed agreement is for a 2-year contract with Direct Energy. Approval for placement of this item on the board agenda was approved on a motion by Mr. Long 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, absent; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Skrocki explained the proposal for adding 200 additional bleacher seats in the gymnasium at Marticville Middle School. During the renovation 166 seats of the original 400 were installed to allow for a wider aisle from the playing field to the bleachers. Installing the additional seats would allow for the entire Marticville student body to sit on the bleachers for school functions. Approval for placement of this item on the October 13 board agenda was approved on a motion by Dr. Frerichs 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, absent; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Dr. Leichliter asked for approval to place on the October 13 agenda a modification of the school calendar to change the March 26, 2010 9-12 Early Dismissal day to a K-12 Early Dismissal day. Approval for placement of this item on the October 13 board agenda was approved on a motion by Dr. Frerichs and seconded by Mrs. Wert. 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, absent; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mrs. Rhoades presented three options for plaques for retired superintendents. Dr. Leichliter explained that high school did not have a Fine Arts class to create paintings of the superintendents. Mrs. Friedman said that Michael's craft store advertised changing photographs into oil paintings. Mrs. Rhoades will continue to search for additional options.

Dr. Leichliter explained that an RFP was created for district legal services. Six firms were interviewed in the first round and three firms were invited back for second interviews. The committee recommendation is to appoint Kegel Kelin Almy & Grimm LLP as the solicitor and bond counsel for the district. Approval for placement of this item on the board agenda was approved on a motion by Mrs. Friedman and seconded by Dr. Frerichs. 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, absent; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Long reported on the success of the Education Foundation Cadillac Dinner and employee payroll deduction. He also said that the Foundation recently approved \$24,000 in Venture Grants.

Dr. Leichliter reported on recent newspaper article, co-curricular activities, the National Honor Society Induction and the 40th Football reunion. He reminded the Board about the Act 34 Public Hearing on Thursday, October 8.

The Committee of the Whole adjourned at 8:00 p.m. on a motion by Mr. Long a second by Mr. Hoke, and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary

- A. Lancaster County Tax Collection Bureau 2009-2010 Budget – The administration is recommending ratification of the LCTCB 2010 budget in the amount of \$2,293,692 as approved by the LCTCB's Executive Committee on September 16, 2009.
- B. 2010 Graduation Date – The administrative staff is recommending that Wednesday, June 9, 2010 be designated as the Class of 2010 graduation date.
- C. Federal Programs Consolidated Application – The administrative staff is recommending the approval of the 2008-2010 Federal Programs Consolidated Application – Project RA-999-10-0324 as cited (see page 5)
- D. Approval of Contract – Moore Engineering Company – Manor Middle School Chiller Overhaul – The administrative staff is recommending approval of a contract with Moore Engineering Company to provide mechanical engineering services, as per the attached agreement, for the overhaul of the chiller at the Manor Middle School. The engineering fee is \$950.00 for the project. Payment for the Moore Engineering Company contract to be made from the Capital Reserve Fund (see pages 6 – 7).
- E. Approval of Contract – Moore Engineering Company – Manor Middle School Technology Education Explosion-Proof Hood Installation Project – The administrative staff is recommending approval of a contract with Moore Engineering Company to provide mechanical engineering services, as per the attached agreement, for the technology education explosion-proof hood installation project at the Manor Middle School. The engineering fee is \$1,950.00 for the project. Payment for the Moore Engineering Company contract to be made from the Capital Reserve Fund (see pages 8 – 9).
- F. Martic Change Orders – The administrative staff is recommending ratification of the Martic Elementary School renovation change orders in the amount of \$4,906.00 (see page 10). Payment to be made from the 2006 Construction Fund.
- G. Approval of Contract – Earth Engineering Inc. – Central Manor Elementary School Project – The administrative staff is recommending approval of a contract with Earth Engineering Inc. to perform infiltration testing, as per the attached agreement, for the Central Manor Elementary School new construction and renovation project . The engineering fee is \$3,300.00 for the project. Payment for the Earth Engineering contract to be made from the 2006 Construction Fund (see pages 11 – 14).

Explanation: The soil infiltration testing is a requirement as part of the Manor Township land development/stormwater documentation process.

- H. Approval of Contract – Houck & Company, Inc. – High School Exterior Project – The administrative staff is recommending approval of a contract with Houck & Company, Inc. to perform investigatory work via bore scope hole drilling, as per the attached agreement, for the high school exterior project. The fee is \$1,300.00 for the project. Payment for the Houck & Company contract to be made from the Capital Reserve Fund (see pages 15 – 16).

Explanation: The work is recommended so that it will be possible to view structural and connection details within the wall cavity to make an informed decision regarding options to remediate the continued deterioration of the exterior masonry at the high school upper auditorium exterior walls. A total of 10 bore scope holes will be drilled and patched.

- I. Marticville Change Orders – The administrative staff is recommending ratification of the Marticville Middle School renovation project change orders in the amount of \$28,534.99 (see page 17). Payment to be made from the 2006 Construction Fund.
- J. Disposal of Assets – The administrative staff is recommending disposal of the following assets via auction sale on eBay:
- 1996 Chevrolet CK ¾ ton pickup with snow plow (121,689 miles)
 - 1999 Chevrolet K2500 ¾ ton pickup with snow plow(136,140 miles)
 - 2000 Chevrolet Fleetside ¾ ton pickup with snow plow (83,891)

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

It was moved by Mr. DeLuca and seconded by Mrs. Friedman 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, absent; Kirk Schlotzhauer, yes, and Donna J. Wert, yes.

Items 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 18 – 19).
- B. Resignation – The administrative staff is recommending the board accept the resignation of the individual listed below per the effective date cited.
Stephen Buckholz, Manor Custodian 2nd shift – effective September 10, 2009
- C. Weight Room Coverage – The administrative staff is recommending the approval for the following individuals to receive payment for summer 2009 weight room coverage.
Dave Hess – 6 Hours at \$23.20
Frank Dell'Estate – 10 Hours at \$23.20
- D. Weight Room Substitute Rate – The administrative staff is recommending approval of the substitute rate of \$23.20 for weight room coverage for the 2009-2010 school year.
- E. Weight Room Substitutes – The administrative staff is recommending approval for the following individuals as substitutes for the weight room for the 2009-2010 school year.
Dave Hess
Frank Dell'Estate
- F. Personal Care Assistant for Co-Curricular Activities – The administrative staff is recommending the following individual to provide personal care assistance during co-curricular activities at her normal hourly rate of \$10.39.
Paulette Divet

