

**Minutes
Committee of the Whole
April 18, 2011**

The Penn Manor School Board met in Executive Session at 6:00 p.m. for the discussion of the superintendent's evaluation, personnel and student matters.

The Penn Manor School Board met as a Committee of the Whole at 7:08 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Dr. Richard Frerichs. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mrs. Amber Green, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Mr. Chris Johnston, Dr. Michael Lechlitter, and Ms. Ellen Pollock. Also in attendance for all or part of the meeting: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Mr. Denny Coleman, residents Don Miley, Lucy Gillichbauer, Linda Dommel, Roger and Ellen Chenault, students Morgan Chenault, Katie Maisel, Evan Bigler, Penn Points reporter, Alyssa Jahnke, Lancaster Newspaper reporter Elaine Jones, and substitute Board Secretary Mrs. Cindy Rhoades. Board Secretary, Mrs. Paula Howard was absent.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, May 2, 2011, at 7:00 p.m. in the Board Room of the Manor Middle School.

Dr. Frerichs asked if there were any Citizen's Comments. Ellen Chenault and Morgan Chenault, 123 Spring Meadow Lane spoke about the Penn Manor Girls' Lacrosse program. Dr. Frerichs requested the letter read by Ellen and Morgan Chenault. Don Miley, 165 Victoria Road requested the names, positions and salaries of all non-union employees of the school district. Dr. Frerichs informed Mr. Miley that he would need to complete a right-to-know request for this information which was provided during the meeting.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the April, 2011, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Straub, a second by Mrs. Green and a unanimous voice vote, the Minutes were approved as printed.

Student representatives Katie Maisel and Evan Bigler reported on high school, sports, and student council activities for the month of April. They also provided dates for upcoming high school and student council events.

Board Development Opportunities and Reports: Upcoming board opportunities were reviewed by Mrs. Friedman.

Dr. Kreider presented a special education plan that defines services. This plan must be submitted to the state every three years. Approval for placement of this item on the board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Green. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Dr. Lechlitter presented the second reading of the PSBA proposed changes to board policies. Approval for placement of this item on the board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Green. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Dr. Lechlitter presented the 2011-2012 revised calendar. He explained that changes are being proposed to the calendar as a result of the recently adopted negotiated agreement with the professional staff. Approval for placement of this item on the board agenda was approved on a motion by Mr. Schlotzhauer and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the monetary impact of the administrator, teacher, and support staff wage freezes on the 2011-2012 budget. Approval for placement of this item on the May 2 board agenda was approved on a motion by Mr. Long and seconded by Mrs. Green. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Dr. Lechlitter, Mr. Johnston, Mr. Coleman, and Mr. Long reviewed the options regarding either renovating Hambright or replacing the structure presented at previous community meetings. The board facility committee will review the recommendations for a final community presentation at the May 2 Committee of the Whole meeting with a final board vote on May 17. The committee will also review their recommendation regarding the two options.

The Committee of the Whole adjourned at 9:20 p.m. on a motion by Mr. Rintz, a second by Mrs. Green, and a unanimous voice vote.

Dr. Richard Frerichs, President

Cindy Rhoades, Substitute Secretary

Paula E. Howard, Secretary

MINUTES
Penn Manor Board of School Directors
April 18, 2011

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, Dr. Richard Frerichs at 9:21 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, May 2, 2011, following the Committee of the Whole Meeting in the Board Room of the Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mrs. Amber Green, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Mr. Chris Johnston, Dr. Michael Leichliter, and Ms. Ellen Pollock. Also in attendance: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, residents Don Miley, Lucy Gillichbauer, Linda Dommel, Penn Points reporter Alyssa Jahnke, Lancaster Newspaper reporter Elaine Jones, and substitute Board Secretary Mrs. Cindy Rhoades. Board Secretary, Mrs. Paula Howard was absent.

Dr. Frerichs asked if there were any Citizen's Comments. There were none at this time.

Dr. Frerichs asked the board whether there were any additions or corrections to the Minutes of the April 4, 2011. Hearing none, on a motion by Mrs. Green, a second by Mr. Rintz and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter reported the success of the middle school and high school Technology Student Association state competition, the high school chorus trip to Hawaii, and today's visit to Hambright by State Senators Lloyd Smucker and Jeffrey Piccola.

Mr. Johnston reviewed the treasurer's report for March 2011. Mr. Johnston presented for payment the March 2011 bills. It was moved by Mr. Long and seconded by Mrs. Friedman to approve to authorize payment of bills:

General Fund	\$ 3,911,885.90
Cafeteria Fund	\$ 14,638.19
Capital Reserve Fund	\$ 32,491.20
2010 Construction Fund	\$ 755,277.01
Student Activity Fund	\$ 24,128.41
Payroll, 3/2/2011	\$ 858,260.58
Payroll, 3/16/11	\$ 852,602.76
Payroll, 3/20/11	\$ 964,171.77

The following roll call vote was taken on this motion: Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

Item 1. The School Board Meeting Agenda was reviewed.

Item 2. Consent Agenda for Committee of the Whole – The committee is recommending approval of the following: (ROLL CALL)

A. The Intermediate Unit 13 General Operating and Instructional Materials Services Budgets for the 2011-2012 school year.

B. “Final Reading” of the following Revised School District Policies: (see packet)

Section: Local Board Procedures

- #004 – Membership
- #005 – Organization
- #006 – Meetings
- #007 – Policy Manual Access

Section: Programs

- #103 – Nondiscrimination in School and Classroom Practices
- #103.1 – Nondiscrimination – Qualified Students with Disabilities
- #104 – Nondiscrimination in Employment and Contract Practices
- #113.1 – Discipline of Students with Disabilities

Section: Pupils

- #203 – Immunizations and Communicable Diseases
- #227 – Controlled Substances/Paraphernalia
- #210.1 – Possession/Use of Asthma Inhalers Epinephrine Auto-Injectors
- #247 – Hazing
- #248 – Unlawful Harassment
- #249 – Bullying/Cyberbullying

Section: Employees

- #348 – Unlawful Harassment

Section: Finances

- #601 – Fiscal Objectives
- #619 – District Audit

Section: Property

- #718 – Service Animals in Schools

Section: Community

- #904 – Public Attendance at School Events
- #907 – School Visitors

C. The Revised 2011-2012 School District Calendar – (see page 5)

D. Special Education Plan

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – D: It was moved by Mr. Schlotzhauer and seconded by Mr. Straub to approve these items as amended. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna

Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Budget Transfers listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- B. Tuition Free Senior for the Remainder of the 2010-2011 School Year – Nesha Stoltzfus
- C. Calendar Design and Production Contract with Gannett Co., Inc. d/b/a Clipper Magazine for the 2011-2012 school year as per the terms cited in the attached agreement (see pages 6 – 7)

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – C: It was moved by Mrs. Green and seconded by Mr. Schlotzhauer to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Employment or Change in Status (*) of the individuals listed per the effective date.
 Paul Harnish, custodian, 8 hours per day, 261 days, at \$9.90, effective 4/11/11
 Tiffany Kiem, playground aide, 1.5 hours per day, 180 days, at \$9.02, effective 4/11/11
- B. Leaves to the individuals according to the terms listed.
 Professional:
 Employee C1 – Family Medical, August 24, 2011 – November 15, 2011
 Employee D1 – Intermittent Family Medical, April 11, 2011 – April 10, 2012

 Classified:
 Employee F1 – Designated Family Medical – March 11, 2011 – April 10, 2011
 Employee G1 – Designated Family Medical – March 11, 2011 – April 3, 2011
- C. Resignations of the individuals listed per the effective date.
 Claudia Salas, playground aide, effective April 8, 2011
 Amy Spina, learning support teacher, effective no later than May 31, 2011
- D. Retirements of the individuals listed per the effective date.
 Dolores Myers, health room technician, effective the end of the 2010-2011 school year
 Ruth Frey, learning support aide, effective the end of the 2010-2011 school year
- E. Substitute teachers 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.

Sara R. Evans-Bodde
 Karla M. Honeywell
 Kristie O. Kroll
 Jennifer A. White

F. Volunteer Coaches

Zach Krause as a volunteer Boys Volleyball coach for the 2011 season.
 Morgan Martelle as a volunteer Track and Field coach for the 2011 season.

G. Appointment

Cindy Rhoades as substitute Board Secretary.

MOTION ON PERSONNEL ACTIONS CONSENT AGENDA ITEMS 4 A – G: It was moved by Mrs. Green and seconded by Mr. Rintz to approve these items as amended. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

Items 3 D-E. Consent Agenda for Administrative Actions

A. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited (see enclosure).

B. Sale of Real Estate – The committee is recommending approval of an agreement of sale with Blackford Development LTD for 5.35± acres situated at Millersville Road (Route 741) and Barbara Street at Wabank Road and directs the Superintendent of Schools to sign documents executing such agreement pending final solicitor review and clarification on down payment and deed restrictions (see enclosure).

MOTION ON AGENDA ITEMS 3 D - E: It was moved by Mrs. Green and seconded by Mr. Schlotzhauer to approve these items as amended. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

The meeting adjourned at 9:33 p.m. on a motion by Mr. Straub, and seconded by Mrs. Friedman and a unanimous voice vote.

Dr. Richard Frerichs, President

Cindy Rhoades, Substitute Secretary

Paula E. Howard, Secretary