

**Minutes  
Committee of the Whole  
April 4, 2011**

The Penn Manor School Board met in a Workshop Session beginning at 5:00 p.m. The topic, AYP Update Status, was presented by Dr. Iovino and Mr. Gale. The Workshop Session concluded at 6:00 p.m.

The Penn Manor School Board met in Executive Session at 6:15 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 Lechliter, and Ms. Ellen Pollock. Also in attendance for all or part of the meeting: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Dr. Cynthia Burkhart, IU 13 Executive Director, Jeff Roth, Vickie Miller, MaryKay Fair, Connie Jackson, Kari Steinbacher, Melissa McMichael, Megan Hawley, Mindy Rottmund, Tammee Iddings, Amy Wall, students Beth Dengler and Kierstin McDonald, a community member, Reporter Elaine Jones, Mrs. Cindy Rhoades, and Board Secretary, Mrs. Paula Howard.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, April 18, 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. Mrs. Friedman read a letter from Mr. Richard C. Bauder, 130 Sheep Lane, Millersville regarding teacher and administrator salaries

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the March 22, 2011, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz, a second by Mr. Straub and a unanimous voice vote, the Minutes were approved as printed.

Board Development Opportunities and Reports: Mr. Straub reported on the District Town Meeting for the Athletic Department. Mr. Rintz reported on the Co-curricular meeting. Dr. Frerichs provided handouts from a recent meeting with Governor Corbett and the Pennsylvania budget.

Mrs. Amy Wall introduced students Beth Dengler and Kierstin McDonald, from the Entrepreneurship class. The students provided a business plan for an upcoming class event, a chicken barbeque and candy sale. Board members were given information on how to purchase tickets for the barbeque.

Mrs. Mary Kay Fair, Penn Manor Education Association President, announced that the general membership ratified a one-year negotiated agreement containing a wage freeze with an overwhelming majority.

Dr. Cynthia Burkhart, IU 13 Executive Director, presented an overview of the 2011-2012 IU General Operating and Instructional Materials Services budgets. Approval for placement of this item on the April 18 board agenda was approved on a motion by Mrs. Green and seconded by Ms. Wert. 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 Mrs. Wert, yes.

Dr. Leichliter asked for placement on the voting agenda the formal two-year contract with IU13 regarding a cyber-partnership as discussed by the board at the February 7, 2011 meeting. He explained the additional amendment and clause to the contract. Approval for placement of the amended contract on the board agenda was approved on a motion by Mr. Rintz 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 Mrs. Wert, yes.

Mr. Jeff Roth introduced the new Tennis Coach, Vickie Miller. Mr. Roth summarized Ms. Miller's experience and credentials. The Board welcomed Ms. Miller to Penn Manor.

Dr. Leichliter presented a first reading of a number of PSBA suggested policy revisions. A packet of the revised policies was distributed prior to this meeting for board members to review. Approval for placement of this item on the board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Schlotzhauer. 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 Mrs. Wert, yes.

Dr. Frerichs announced that the yearly School Board retreat will be held on Thursday, June 23 at the IU 13.

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

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**April 4, 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 8:00 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, April 18, 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 Leichter, and Ms. Ellen Pollock. Also in attendance: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, MaryKay Fair, Connie Jackson, Kari Steinbacher, Melissa McMichael, Megan Hawley, Mindy Rottmund, Tammee Iddings, Amy Wall, Reporter Elaine Jones, Mrs. Cindy Rhoades, and Board Secretary, Mrs. Paula Howard.

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 March 22, 2011. Hearing none, on a motion by Mrs. Green, a second by Mr. Straub and a unanimous voice vote, the Minutes were approved as printed.

Dr. Frerichs announced that an Executive Meeting was held on March 31, 2011 at 5:00 p.m. in the Board Room for a negotiations discussion.

Dr. Leichter reported that a condensed version of the State of the District will be presented to high school students. He thanked Mrs. Rhoades for organizing the Music, Money and a Meal for the senior citizens on Wednesday, April 6. He reported on the efforts of Mrs. Gingrich and her class project of creating and selling 1,000 origami cranes as a fundraiser for the disaster in Japan.

**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.        **“First 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

- B. Virtual Partnership with IU 13 – Two-year agreement with Lancaster-Lebanon IU13 to participate in the Lancaster-Lebanon Virtual Solutions (LLVS). See enclosures.

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – B:** It was moved by Mr. Straub and seconded by Mr. Hoke 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. Tuition Free Senior for the Remainder of the 2010-2011 School Year – Samantha Hunter
- B. 50% Tuition Student for the 2011-2012 School Year – Gabrielle Gingrich
- C. Letort Elementary School Sewer Design and Engineering – The agreement for the design, engineering and bid documents for the project to connect Letort Elementary School to the public sanitary sewer system to Derck & Edson Associates, LLP in the

amount of \$7,650 plus reimbursable expenses to be paid from the capital reserve fund (see pages 4 – 6).

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – C:** It

was moved by Mrs. Green and seconded by Mrs. Friedman 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.    Retirements of the individuals listed per the effective date subject to the conditions listed in the Negotiated Agreement.
- Kathleen P. Baxter, secondary teacher, effective the end of the 2010-2011 school year
  - Eileen M. Boyle, elementary teacher, effective the end of the 2010-2011 school year
  - Patricia Chnupa, elementary teacher, effective the end of the 2010-2011 school year
  - Linda J. Deal, elementary teacher, effective the end of the 2010-2011 school year
  - Terryl Eckman, secondary teacher, effective the end of the 2010-2011 school year
  - Linda Gerhart, school psychologist, effective the end of the 2010-2011 school year
  - Susan Hostetter, secondary teacher, effective the end of the 2010-2011 school year
  - Mary Lou Ruth, elementary teacher, effective the end of the 2010-2011 school year
  - Karen M. Stadden, secondary teacher, effective July 31, 2011
  - Cynthia Stoner, secondary teacher, effective the end of the 2010-2011 school year
  - Patricia G. Sultzbach, elementary teacher, effective the end of the 2010-2011 school year
  - Doreen Sweitzer, speech teacher, effective the end of the 2010-2011 school year
  - Cheryl J. Youtz, secondary teacher, effective the end of the 2010-2011 school year
  - Patricia E. Ziegler, elementary teacher, effective the end of the 2010-2011 school year
- B.    Volunteer Track and Field Coach.  
Morgan Martelle
- C.    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.  
Dawn N. Gage  
Joanne L. Huber  
Shethra Jones-Hoopes  
Natalie R. Smith  
Thomas G. Smith
- D.    Leaves to the individuals according to the terms listed.  
Classified:
- Employee B1 – Designated Family Medical, February 8, 2011 – March 27, 2011

**MOTION ON PERSONNEL ACTIONS CONSENT AGENDA ITEMS 4 A – D:** It was moved by Ms. Wert and seconded by Mrs. Green 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 5.        Negotiated Agreement – (ROLL CALL)**

- A.        The administrative staff is recommending approval of a negotiated agreement with the Penn Manor Education Association effective July 1, 2011 through June 30, 2012.

Mrs. Mary Kay Fair, Penn Manor Education Association President, thanked the District Negotiation team for a respectful working relationship. She noted that the Association looks forward to the working relationship in the future.

Mr. Rintz thanked the Penn Manor Education Association for the one year salary freeze. He announced that he would be voting against the agreement because of the Healthcare costs.

**MOTION ON AGENDA ITEM 5:** It was moved by Mrs. Friedman and seconded by Ms. Wert to approve this item. 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, abstained; Carlton Rintz, no; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

**Item 6.        Authorization for Regulatory Signature – (ROLL CALL)**

- A.        The administrative staff is recommending that the Board authorize Chris Johnston, Business Manager, to execute any paperwork on behalf of the Penn Manor School District in regards to the Highway Occupancy Permit related to work being done on Route 741 adjacent to Comet Field.

**MOTION ON AGENDA ITEM 6:** It was moved by Mr. Long and seconded by Mrs. Green to approve this item. 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 8:10 p.m. on a motion by Mr. Rintz, and seconded by Mrs. Friedman and a unanimous voice vote.

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary