

**Minutes
Committee of the Whole
August 3, 2015**

The Penn Manor School Board met in an Executive Session at 6:30 p.m. for the discussion of personnel and student matter.

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. J. Kenneth Long. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Dr. Jerry Egan, Mr. Christopher Johnston, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, August 17, 2015, at 7:00 in the Board Room of the Manor Middle School.

Mr. Long asked the committee whether there were any additions or corrections to the Minutes of the July 20, 2015, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman and second by Mr. Schlotzhauer, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked if there were any Citizen's Comments. There were none.

The upcoming Board development opportunities were reviewed.

Mr. Long asked for interested board members to serve as delegates for the upcoming October PSBA Delegate Assembly in Hershey. Approval for placement of the names on the August 17, 2015, board agenda was approved on a motion by Mr. Paitsel and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

Dr. Leichliter presented for a first reading updated Board Policies 113-3, 116, 127, 137, 138, 201, 212, 237, 819, 918. He also reviewed policy 916 which is awaiting further clarification from the solicitor and will be postponed until no later than July 1, 2016. Approval for placement of this item on the August 3, 2015, board agenda was approved on a motion by Ms. Wert and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

Dr. Shaffer and Dr. Egan discussed the preliminary data received from the PA Department of Education regarding 2015 PSSA data.

Dr. Leichter and Mr. Johnston discussed the possibility of commissioning an updated enrollment study due to recent housing developments proposed in the district.

The Committee of the Whole adjourned at 8:22 p.m. on a motion by Mr. Fullerton, a second by Mr. Schlotzhauer, and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
August 3, 2015

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. J. Kenneth Long at 8:23 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, August 17, 2015, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, and Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Lechliter, Dr. Cheryl Shaffer, Dr. Jerry Egan, Mr. Christopher Johnston, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long asked if there were any Citizen's Comments. There were none.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the July 20, 2015 meeting. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Schlotzhauer, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechliter provided the Superintendent's report.

Item 1. Review of School Board Meeting Agenda – Mr. Long

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

A. First Reading of Updated School Board Policies

Explanation: Updated policies will be reviewed for a first reading - 113-3,116, 127, 137, 138, 201, 212, 237, 819, 918.

MOTION ON COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA ITEM

2A: It was moved by Dr. Frerichs and seconded by Mr. Straub to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

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

- A. School District Physician – Timothy Weaver, M.D. of Manor Family Health as the School District’s Physician for the 2015-2016 school year at the rate of \$4,000

Explanation: Dr. Weaver has agreed to continue his service. There will be no rate increase this year.

- B. Lancaster General Hospital Drug Screening Contract for the 2015-2016 school year (pages 4-9)

Explanation: The fees have remained the same since the 2009-2010 school year.

- C. New Story Tuition Agreement for the 2015-2016 school year

Explanation: To provide services for two students during the 2015-2016 school year at rates of \$250 and \$375 per student.

- D. Proposal to Provide Professional Surveying Services by Diehm & Sons in the amount of \$12,900 for work on the Conestoga Elementary Renovation project. (pages 10-12)

Explanation: To provide a topographical survey and digital base plan preparation as per the attached proposal. To be paid from the Capital Reserve Fund.

- E. Manor MS Paving & Tennis Court Repairs Change Orders as cited (pages 13-15)
Change Order 4 - increase of \$3,310.00 - Adjusted amount of Asphalt Fabric required in roadway
Change Order 5 - increase of \$4,680.00 - Adjusted amount of crack repair membrane required over allowance

Explanation: Change orders occur as part of the construction process. The changes listed will increase the contract amount by \$7,990.00.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-E: It was moved by Mrs. Friedman and seconded by Mr. Schlotzhauer to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

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

- A. Employment and Change in Status of the individuals listed per the effective date for the 2015-2016 school year (pages 16-17)

- B. Resignation of the individuals listed per the effective date:

Brandon Way, Special Education Teacher, High School, effective 7/20/15
Dawn Bates, Part Time Custodian, Hambright, Effective 6/5/2015
Chris Brody, Cafeteria Aide, Manor Middle School, Effective 7/27/2015

- C. Seasonal Weight Room to provide coverage for the weight room at the rates cited below for the 2015-2016 school year.

Steve O'Neill – 88 scheduled summer weight room hours at \$23.84 per hour
 Steve O'Neill – 114 scheduled fall weight room hours at \$23.84 per hour
 Steve O'Neill – 120 scheduled winter weight room hours at \$23.84 per hour
 Steve O'Neill – 134 scheduled spring weight room hours at \$23.84 per hour

- D. Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2015-2016 school year at the rate cited below.

Steve O'Neill – up to 100 weight room athletic team training hours at \$23.84/hr

- E. Speed Training Hours to provide up to 30 hours of speed training for the 2015-2016 school year at the rate cited below.

Steve O'Neill – up to 30 speed training hours at \$23.84 per hour

- F. Mentors for the 2015-2016 school year as listed (page 18).

Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the EStrategic Plan.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F: It was moved by Dr. Frerichs and seconded by Mr. Schlotzhauer to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

Item 5. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Engineering Services Proposal by Derck & Edson for Letort Elementary School – new water service as cited. (see attached)

Explanation: Penn Manor School District is intending to make a connection to the recently installed public water main along Spring Meadow Lane, just west of the Elementary School. In so doing, the current Letort Elementary School building will disconnect from the on-site well system and tap-in to the water system operated by the Columbia Water Company.

- B. Volunteer Board Policy #916

Explanation: Due to pending clarifications from the district solicitor for components of this policy, Volunteer Board Policy #916 is temporarily suspended and will be implemented no later than July 1, 2016.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 5A-B: It was moved by Ms. Wert and seconded by Dr. Frerichs to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 8:34 p.m. on a motion by Mr. Paitsel and second by Mr. Straub and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary