

**MINUTES**  
**Committee of the Whole**  
**August 4, 2014**

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

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Library at Eshleman Elementary 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, Mr. Christopher Johnston, Dr. Cheryl Shaffer, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Dr. Dana Edwards, Mr. Jeff Roth, Mr. Eric Koehler, Mr. Larry Levato, Mrs. Lee Levato, Miss Alessandra Levato, Miss Kate Levato, Mrs. Elaine Jones, 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 18, 2014, at 7:00 PM at Manor Middle School. The location of the meeting may need to be changed if renovation work at Manor is not completed by that time.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the July 14, 2014 Committee of the Whole Meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mrs. Friedman and a unanimous voice vote, the Minutes were approved as printed.

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

Mr. Long reviewed the upcoming Board development opportunities.

Dr. Leichliter introduced Miss Alessandra Levato and her family. Miss Levato, a senior at Penn Manor High School, placed first among more than 4,000 entries submitted for a nationwide art contest sponsored by the Ladies Auxiliary of Veterans of Foreign Wars. She shared her oil painting entitled, "To Be An American" and her award with the board. Miss Levato was presented with a resolution from the board commending her accomplishment.

Mr. Roth introduced the new head golf coach, Mr. Eric Koehler, to the board. Mr. Koehler has met several of the golfers already and is looking forward to a successful season.

Dr. Shaffer, Dr. Edwards and Dr. Gale updated the board on preliminary Keystone Exam results received from the Pennsylvania Department of Education from Manor Middle, Marticville Middle and Penn Manor High School.

Mr. Long reviewed the names of board members interested in serving as delegates for the upcoming October PSBA delegate assembly. Approval for placement of this item on the August 18, 2014, board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Schlotzhauer. 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.

The Committee of the Whole adjourned at 7:56 p.m. on a motion by Mr. Schlotzhauer, a second by Mr. Fullerton and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**August 4, 2014**

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Library at Eshleman Elementary School. The meeting was called to order by Board President, Mr. J. Kenneth Long at 7:57 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, August 18, 2014, following the Committee of the Whole Meeting at Manor Middle School. The location of the meeting may need to be changed if renovation work at Manor is not completed by that time.

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, Mr. Christopher Johnston, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Elaine Jones, 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 14, 2014 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He reported August 11<sup>th</sup> will be the new teachers' induction program and August 18<sup>th</sup> is Opening Day for all teachers. The Samaritan Counseling Center will be hosting a Color Blast 5K on September 21 at Manor Middle School.

**Item 1.            The School Board Meeting Agenda was reviewed.**

**Item 2.            Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)**

A.     Disposal of Assets of the technology equipment listed (see pages 5-7)

*Explanation: The Information Technology Department is recommending disposal of the non-functioning and obsolete technology items on the attached list. There is no resale value for the items. Egreenrecycling will remove and recycle the items at no charge to the district.*

B.     School District Physician – Timothy Weaver, M.D. of Manor Family Health as the School District's Physician for the 2014-2015 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.*

C.     Gettle Wireless Link Agreement for Comet Field (see pages 8-9)

*Explanation: Gettle will replace the existing low-speed wireless equipment and cabling with a high-speed Ligowave wireless transmitter and receiver. The upgrade will significantly increase network capacity to Comet Field House.*

- D. Lancaster General Hospital Drug Screening Contract for the 2014-2015 school year (see pages 10-16)

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

- E. New Story Tuition Agreement for the 2014-2015 school year

*Explanation: To provide services for two students during the 2014-2015 school year at rates of \$160 and \$180 per student.*

- F. Agreement with Geisinger Autism and Developmental Medicine for consultative services for a special education student not to exceed \$3,000 through the course of the 2014-15 school year.

- G. IDEA Part B Use of Funds Agreement – for the use of Federal Funds from the 2014-15 allocation pertaining to the Individuals with Disabilities Education Act (see pages 17-21)

*Explanation: Expected funds totaling \$1,045,479 will be used as follows - \$806,938 to be used as an offset to special education contracted services and \$238,541 to be used for “on behalf” services.*

- H. Hambright Elementary School Project Change Orders as cited (see page 22-24)  
Change order 3 – add \$4,338.55 Hirneisen Electric, Inc

*Explanation: Electrical construction change orders occur as part of the Hambright construction process. The changes listed will have a net addition of \$4,338.55 to the Electrical Construction contract.*

- I. Hambright Elementary School Project Change Orders as cited (see page 25-26)  
Change order 16 – add \$29,298.00 MCA

*Explanation: General construction change orders occur as part of the Hambright construction process. The changes listed will have a net addition of \$29,298.00 to the General Construction contract.*

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-I:** It was moved by Mr. Paitsel and seconded by Mrs. Friedman 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 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 2014-2015 school year (see pages 27-30)

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

Catherine Christoffersen, Math, High School, effective July 29, 2014  
 Jessica Frisby, School Counselor, High School, effective August 18, 2014  
 Tom Mumma, Music, High School, effective August 18, 2014  
 Caitlyn Zechman, Science, High School, effective July 30, 2014  
 Michelle Adomnik, Eshleman Food Service, effective August 24, 2014

C.    Leaves to the individuals according to the terms listed:

Professional Employees:

Employee C46 – Family Medical – August 18, 2014 to November 9, 2014  
 Employee C47 – Designated Family Medical – Aug. 18, 2014 to Nov. 9, 2014

Classified Employees:

Employee C48 – Designated Family Medical – July 18, 2014 to July 27, 2014  
 Employee C49 – Designated Family Medical – June 8, 2014 to July 6, 2014

D.    2014-2015 Fall Coaching Positions as listed (see page 31)

*Explanation: The attachment shows the coaches and positions by sport for the 2014-2015 fall season. The breakdown with the individual salaries was compiled by the Athletic Department in conjunction with the team coaches.*

E.    Seasonal Weight Room to provide coverage for the weight room at the rates cited below for the 2014-2015 school year.

Steve O'Neill – 88 scheduled summer weight room hours at \$23.20 per hour  
 Steve O'Neill – 114 scheduled fall weight room hours at \$23.20 per hour  
 Steve O'Neill – 120 scheduled winter weight room hours at \$23.20 per hour  
 Steve O'Neill – 134 scheduled spring weight room hours at \$23.20 per hour

*Explanation: The number of hours and rate has remained unchanged since the 2011-2012 school year.*

F.    Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2014-2015 school year at the rate cited below.

Steve O'Neill – up to 100 weight room athletic team training hours at \$23.20 per hour

*Explanation: The number of hours and rate has remained unchanged since the 2011-2012 school year.*

- G. Speed Training Hours to provide up to 30 hours of speed training for the 2014-2015 school year at the rate cited below.

Steve O'Neill – up to 30 speed training hours at \$23.20 per hour

*Explanation: The number of hours and rate has remained unchanged since the 2011-2012 school year.*

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3 A-C, E-G:** 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.

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3D:** It was moved by Ms. Wert and seconded by Mr. Paitsel to approve this item. The following call vote was taken on this motion. Richard Frerichs, abstained; 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 8:49 p.m. on a motion by Mr. Fullerton and second by Mr. Schlotzhauer and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary