

**Minutes
Committee of the Whole
August 6, 2012**

The Penn Manor School Board met in an Executive Session at 6:20 p.m. for the discussion of personnel and student matters.

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, Dr. Richard Frerichs. The following members were present: Dr. Richard Frerichs, Mrs. Green, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Mrs. Johnna Friedman was absent. Present from the administrative staff were Dr. Michael Leichliter, Mrs. Vickie Hallock, Mr. Christopher Johnston, Dr. Theresa Kreider, Mr. Charlie Reisinger, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mr. John Matussek, Lancaster Newspaper reporter Elaine Jones, and Mrs. Cindy Rhoades, Substitute Board Secretary.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, August 20, 2012, at 7:00 in the Board Room of the Manor Middle School.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the July 16, 2012, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz a second by Mr. Long and a unanimous voice vote, the Minutes were approved as printed.

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

Dr. Frerichs reviewed the upcoming Board development opportunities.

Ms. Wert provided a Lancaster County Academy update. She reviewed the proposed changes for the Lancaster County Academy Articles of Agreement.

The PSBA Legislative Policy Council Delegates was tabled until the August 20, 2012 meeting.

After a discussion about the change in location for Board Meetings it was decided that at this time there was no need to move the meetings. This will be discussed again in the future.

Dr. Leichliter discussed changes to the district organizational chart due to the hiring of a new Assistant Superintendent.

Mr. Johnston discussed the RFP for banking services and placement of the five year cycle proposal on the agenda. Approval for placement of this item on the board agenda was approved on a motion by Mr. Straub and seconded by Mr. Schlotzhauer. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:13 p.m. on a motion by Mr. Long, 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
August 6, 2012

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 8:13 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, August 20, 2012, 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. Green, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Mrs. Johnna Friedman was absent. Present from the administrative staff were Dr. Michael Leichliter, Mrs. Vickie Hallock, Mr. Christopher Johnston, Dr. Theresa Kreider, Mr. Charlie Reisinger, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mr. John Matussek, Lancaster Newspaper reporter Elaine Jones, and Mrs. Cindy Rhoades, Substitute Board Secretary.

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 July 16, 2012. Hearing none, on a motion by Mr. Rintz, a second by Mr. Hoke and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter gave the Superintendent report. He provided an Open Campus update.

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. Lancaster County Academy Articles of Agreement (See pages 5 - 14)
- B. PSBA 2012 Legislative Policy Council – The committee is recommending the following as voting delegates for the PSBA 2012 School Legislative Policy Council.

This item was tabled.

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA ITEM

2 A: It was moved by Mr. Schlotzhauer and seconded by Ms. Wert to approve this item. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, absent; 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. Dual Enrollment with Lancaster General College of Nursing & Health Sciences
- B. Awarding of Bids for milk, yogurt, fruit drinks and iced tea to Turkey Hill Dairy and the bid for ice cream to Turkey Hill Dairy as per the attached bid tabulation (see page 15).

Explanation: Approval of annual bid for items used by the food service operations. The bid was tabulated by the Food Service Director and is presented to the board with his recommendation.

- C. CAFCO Bids Vendors for 2012 - 2013
- | | |
|----------|--------------|
| Feeser's | \$299,715.20 |
| Sysco | \$301,521.40 |

Explanation: CAFCO is the annual IU13 food services bid.

- D. Central Manor Change Orders, FS Mechanical totaling \$57,511.70 as summarized on the attachment (see page 16).
- E. Construction Bidding and Administrative Services Proposal, Traffic Planning and Design, Inc. totaling \$4,800.00 for services connected with the Comet Field Roadway Improvement and Trail Project as summarized on the attachment (see page 17 - 18).
- F. Agriculture Tuition Student from the School District of Lancaster for the 2012-2013 school year
Damon Camacho

This item was removed.

- G. Lancaster General Hospital Drug Screening Contract for the 2012-2013 school year (see pages 19 - 23)

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

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – E,

G: It was moved by Mr. Schlotzhauer and seconded by Mrs. Green to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, absent; 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 Actions – 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 2012-2013 school year (see pages 24 – 25)
- B. Resignation of the individual listed per the effective date:

Ashley Thomas, secondary math teacher, effective August 15, 2012
 Diane V. Bounds, high school librarian, effective August 19, 2012
 Susan C. Baldrige, secondary English teacher, effective August 19, 2012
 Kristen Herr, elementary health room tech, effective August 1, 2012
 Ellen Chenault, speech therapist, effective August 20, 2012

- 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 (see page 26).

- D. Leaves to the individuals according to the terms listed:

Professional Employee:

B12 – Family Medical, November 19, 2012 – February 10, 2013

B13 – Family Medical, September 4 – November 26, 2012

B14 – Family Medical, October 8 – December 30, 2012

B15 – Family Medical, September 18 – December 10, 2012

Child Rearing, December 11, 2012 – January 21, 2013

B16 – Family Medical, August 27 – September 30, 2012

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

Matthew Willard – 88 scheduled summer weight room hours at \$23.20 per hour

Matthew Willard – 114 scheduled fall weight room hours at \$23.20 per hour

Matthew Willard – 120 scheduled winter weight room hours at \$23.20 per hour

Matthew Willard – 134 scheduled spring weight room hours at \$23.20 per hour

Explanation: This represents the same number of hours and rate as the 2011-2012 school year.

- F. Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2012-2013 school year at the rate cited below.

Matthew Willard– up to 100 weight room athletic team training hours at \$23.20 per hour

Explanation: This represents the same number of hours and rate as the 2011-2012 school year.

- G. Speed Training Hours to provide up to 30 hours of speed training for the 2012-2013 school year at the rate cited below.

Matthew Willard – up to 30 speed training hours at \$23.20 per hour

Explanation: This represents the same number of hours and rate as the 2011-2012 school year.

- H. Retirement of the individual listed per the effective date:
Betty Van Arsdale, food service, Pequea Elementary, effective August 24, 2012

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEMS 4 A-H: It was moved by Mr. Long 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, absent; 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 8:25 p.m. on a motion by Mr. Long and seconded by Mr. Straub and a unanimous voice vote.

Dr. Richard Frerichs, President

Cindy Rhoades, Substitute Secretary

Paula E. Howard, Secretary