

MINUTES
Penn Manor Board of School Directors
Organization Meeting
December 2, 2014

The Organization 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 7:12 p.m.

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. Christopher Straub, and Ms. Donna Wert. Mr. Kirk Schlotzhauer was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Christopher Johnston, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Mrs. Vickie Hallock. Also in attendance for the meeting: Mr. Dell Jackson, Mrs. Connie Jackson, Mr. John Wenzel, Dr. Philip Gale, Dr. Jason D'Amico, Ms. Colleen Dorsey, Lancaster Newspaper reporter, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mrs. Friedman made a motion to appoint Dr. Frerichs to serve as Temporary President for the reorganization portion of the Board meeting. Mr. Straub seconded this motion. A motion was made by Mr. Fullerton and seconded by Mr. Rintz to close the nominations. The nominations were closed by a unanimous voice vote. Dr. Frerichs was appointed to serve as Temporary President by a unanimous voice vote.

Mrs. Friedman made a motion nominating Mr. J. Kenneth Long as President of the Board. The motion was seconded by Mr. Rintz. There were no other nominations for the office of President. A motion was made by Mr. Rintz and seconded by Mr. Straub to close the nominations. The nominations were closed by a unanimous voice vote. Mr. Long was appointed President by a unanimous voice vote.

Ms. Wert made a motion nominating Mr. Carlton Rintz as Vice-President of the Board. The motion was seconded by Mr. Paitsel. There were no other nominations for the office of Vice-President. A motion was made by Mr. Fullerton and seconded by Ms. Wert to close the nominations. The nominations were closed by a unanimous voice vote. Mr. Rintz was appointed Vice-President by a unanimous voice vote.

The list of newly constituted board membership was presented for any necessary changes. There were no changes.

The Organization Meeting adjourned at 7:17 p.m. to the Committee of the Whole on a motion by Mr. Straub and seconded by Ms. Wert and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

**Minutes
Committee of the Whole
December 2, 2014**

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

The Penn Manor School Board met as a Committee of the Whole at 7:17 p.m. in the Board Room at Manor Middle School following the Organization Meeting. 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. Christopher Straub, and Ms. Donna Wert. Mr. Kirk Schlotzhauer was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Christopher Johnston, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Mrs. Vickie Hallock. Also in attendance for the meeting: Ms. Christine Santaniello, Mr. Dell Jackson, Mrs. Connie Jackson, Mr. John Wenzel, Dr. Philip Gale, Dr. Jason D'Amico, Mrs. Becky Reeve, Ms. Colleen Dorsey, Lancaster Newspaper reporter, Mr. Brian Wallace, 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, January 5, 2015, at 7:00 in the Board Room of the Manor Middle School.

Ian Carper, Alex Detter, Mimi Balde and Hailey Fafel, 7th and 8th grade students from Manor Middle School, led the Pledge of Allegiance. They also performed a short musical number encouraging the board to attend the middle school holiday concert on December 11 at PMHS.

Mr. Long asked the committee whether there were any additions or corrections to the Minutes of the November 17, 2014, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked if there were any Citizen's Comments. Mrs. Becky Reeve, 120 Stonewyck Drive, Lancaster, PA addressed the board regarding her concern for student safety based on the configuration of the high school cafeteria.

Mr. Rintz reviewed the upcoming Board development opportunities.

Dr. Leichliter and Mr. Long introduced the 2014 State Champion Field Hockey team. Mr. Rintz read a resolution recognizing and commending the team for its outstanding performance and distinction as PIAA State Champions. Mr. Roth provided an overview of their season and the challenges they faced. Coach Soto thanked the board and administration for their support.

Dr. Gale and Dr. D'Amico provided information on two proposed new courses for the 2015-2016 school year. An Honors Engineering course is proposed for the Technology Education Department. This course will fill a need for additional STEM courses at the high school. The second course is Advanced Placement Music Theory. This would be an offering for students who wish to explore music principles in greater depth and would provide for the possibility of

college level credit for interested students. Additional staffing is not being proposed for either of the two courses. Approval for placement of this item on the January 5, 2015 board agenda was approved on a motion by Mr. Fullerton and seconded by Mrs. Friedman. 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, absent; Mr. Straub, yes and Ms. Wert, yes.

Dr. Gale updated the board on the work of the high school schedule committee and reviewed several schedule options that were considered to add space for electives for career prep students. He also presented a proposed Administrative Guideline establishing a Weighted Exemption Policy where students would be encouraged to take non-weighted courses that are of interest and would prepare them for life after high school without impacting their GPA.

Mr. Johnston presented a brief summary of the 2015-2016 budget to the board.

Mr. Johnston recommended replacement of the artificial turf field at Comet Field due to deterioration based upon the favorable proposal received by Field Turf. Approval for placement of this item on the December 2 board agenda was approved on a motion by Dr. Frerichs and seconded by Ms. Wert. 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, absent; Mr. Straub, yes and Ms. Wert, yes.

Mr. Johnston recommended as part of the due diligence in researching the near-site healthcare clinic option that an independent firm be retained to evaluate the feasibility and economic projections provided by the vendor. Approval for placement of this item on the December 2 board agenda was approved on a motion by Mrs. Friedman 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, absent; Mr. Straub, yes and Ms. Wert, yes.

Dr. Leichter reviewed the updated policies provided through the PSBA Policy Service for a first reading. Approval for placement of this item on the December 2 board agenda was approved on a motion by Mr. Straub and seconded by Mrs. Friedman. 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, absent; Mr. Straub, yes and Ms. Wert, yes.

The Committee of the Whole adjourned at 9:13 p.m. on a motion by Mr. Paitsel, a second by Mr. Straub, and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
December 2, 2014

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 9:13 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, January 5, 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. Christopher Straub, and Ms. Donna Wert. Mr. Kirk Schlotzhauer was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Christopher Johnston, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Mrs. Vickie Hallock. Also in attendance for the meeting: Mr. Dell Jackson, Mrs. Connie Jackson, Mr. John Wenzel, Mrs. Becky Reeve, Ms. Colleen Dorsey, Lancaster Newspaper reporter, Mr. Brian Wallace, 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 November 17, 2014 meeting. Hearing none, on a motion by Mr. Paitsel, a second by Dr. Frerichs, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He reminded board members of the upcoming holiday concerts, referenced a letter sent by PSBA regarding House Bill 2124 and stated that Rep. Joe Pitts will be visiting the high school on December 18.

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

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

A. **CTC Mt. Joy Residential Development Resolution**

Explanation: As LCCTC plans for the future of the residential home building program, the JOC is seeking board permission to further subdivide a portion of the 70 acres of the Mt. Joy Campus. The proposed subdivision is approximately 19 acres across 27 lots. At the current pace, this subdivision is expected to provide a live learning environment to CTC construction students for at least the next 30 years.

B. **FieldTurf proposal to replace artificial turf at the Comet Field Venue Stadium - (see pages 5-8)**

Explanation: Proposal includes replacement of the turf field with a \$100,000 discount off the stated price of \$496,915 for a total cost of \$396,915. This price represents a 25-30 % discount off similar local projects. New turf field would come with an 8 year warranty on the new surface.

C. Proposal from LaPenna Group as presented

Explanation: Proposal includes an independent analysis of the feasibility and economic implications relating to a contemplated near-site healthcare clinic.

D. First reading of updated School Board Policies: 000, 002, 003-BOG-2, 004-BOG-1, 004, 100, 102, 105, 105.1, 106, 107, 108, 112, 113, 114, 121, 124, 140, 146, 203.1, 204, 210, 217, 227, 235, 235.1, 246, 302, 304, 305, 306, 307, 309, 313, 317, 317.1, 333, 610, 611, 701, 709, 806, 808, 810.2, 818, 913, Delete 919

Explanation: Updated policies provided through the PSBA Policy Service will be reviewed for a first reading.

MOTION ON COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2B-D:

It was moved by Mr. Straub and seconded by Mr. Fullerton 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, absent; Christopher Straub, yes; and Donna Wert, yes.

MOTION ON COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A:

It was moved by Mr. Straub 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, abstained; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent; 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. Signing of Checks – BE IT RESOLVED that the President, Vice President, and Treasurer are hereby authorized to sign checks (or use facsimile) for the following accounts with three signatures being required effective immediately.

PMSD General Account	President
PMSD Payroll Account	Vice President
Cafeteria Account	Treasurer
Capital Reserve Accounts	
PMSD Section 125 Accounts	
Construction Fund Accounts	
PMSD Student Activity Fund Account	
PMSD Student Activity Athletic Fund Account	

Explanation: To formally authorize two board members to represent the district as designated signers for the above checking accounts.

- B. Mileage Rate Approval of the standard mileage rate for business use of an automobile as determined by the IRS effective January 1, 2015.

Explanation: Use of a personal vehicle for approved purposes is reimbursable to the employee. The rate is contractual per the negotiated agreement. The IRS sets this amount on an annual basis.

- C. Judicial Review Committee Action as cited. (see enclosure)

- D. Tax Exonerations as cited. (see page 9)

- E. Approval of 2015-2016 Open Campus PA courses to be offered jointly by Penn Manor, Manheim Township, and Hempfield School Districts.

- F. Customer Agreement with JFC Temps, Inc (see page 10)

Explanation: To allow for temporary staffing while the PSBA Business Office Study is completed.

- G. Amendment to the Agreement with Crabtree, Rohrbaugh & Associates for architectural services related to the Pequea Elementary Renovation project (see page 11-12)

Explanation: To amend the agreement for rates associated with Geotechnical Investigation, Infiltration Testing and Geothermal Test Well Thermal Conductivity.

- H. Donation of a new scoreboard for the High School Gym

Explanation: To recognize the donation of a new Basketball/Volleyball/Wrestling scoreboard to be installed in the main gym at Penn Manor High School.

- I. Affiliation Agreement for Internship Placement with Shippensburg University, Department of Exercise Science.

Explanation: An intern will be placed at Penn Manor from the Department of Exercise Science.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-I: 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, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent; 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 2014-2015 school year (see page 13).

B. Head Coaches Recommended for Renewal for the Fall 2015 Season:

Boys Soccer - Paul Taylor
 Cheerleading - Brenda Spicer
 Cross Country - Tom Ecker/Bob Ulmer
 Field Hockey - Matt Soto
 Football - Todd Mealy
 Girls' Soccer - Carli Brill
 Girls' Tennis - Alison Fetter
 Girls' Volleyball - Tim Joyce
 Golf - Eric Koehler

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

Professional Employees

Employee D15- Intermittent Family Medical -November 11, 2014 – November 10, 2015

Classified Employees

Employee D16- Designated Family Medical - November 17, 2014 – November 23, 2014

D. Approval of Volunteer Wrestling Coach

Sean Simonds

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

Gillian Graham – District Office Receptionist – December 2, 2014
 Denise Torbert – Food Service Worker – October 3, 2014
 Deron Gue – Social Studies Teacher – November 26, 2014 as per agreement
 Christine Martin – Healthroom Tech – December 23, 2014

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

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4B: 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 Frerichs, abstained; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, abstained; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 9:19 p.m. on a motion by Mr. Fullerton and second by Ms. Wert and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary