

MINUTES
Committee of the Whole
February 6, 2014

The Penn Manor School Board met in an Executive Session at 5:45 p.m. for the discussion of teacher negotiation update and personnel.

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 originally scheduled for February 3, 2014 but rescheduled due to inclement weather. The meeting was called to order by Board President, Mr. J. Kenneth Long. The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Kirk Schlotzhauer, Mr. Christopher Straub and Ms. Donna Wert. Mrs. Johnna Friedman and Mr. Carlton Rintz were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Christopher Johnston, Mr. Charlie Reisinger, and Mrs. Vickie Hallock. Also in attendance for the meeting: Dr. Krista Cox, Mrs. Melissa Mealy, Mrs. Amy Wall, Mrs. Connie Jackson, Mrs. Elaine Jones, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary. The following 2nd grade students from Eshleman Elementary were present to lead the Pledge of Allegiance – Kelly Wall, Gavin Egan, Elizabeth Pursel, Mackenzi Nafzinger, Grace Gerner, and CJ Ulmer.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Tuesday, February 18, 2014, at 7:00 PM in the Board Room of the Manor Middle School.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the January 27, 2014 Committee of the Whole Meeting. Hearing none, on a motion by Mr. Paitsel, a second by Mr. Fullerton, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked if there were any Citizen's Comments. High school teacher, Amy Wall, passed out information regarding the upcoming Read-A-Thon on Sunday, March 2, 2014. This will be the 14th year for the event.

Mr. Long reviewed the upcoming Board development opportunities. Mr. Paitsel and Mr. Fullerton recently attended the new school board member orientation at the IU. Both were impressed with the program and found it very helpful.

Mrs. Mealy updated the board on the status of vertical alignment in both the Math and Language Arts departments that she and Mrs. Grenier have been working on this school year.

Mr. Johnston reviewed the current year budget for the first six months of the fiscal year.

Mr. Reisinger provided the board with an update on the distribution of the high school laptops during the week of January 27, 2014 for the 1 to 1 program. WGAL will air a story on this initiative in the near future.

Mr. Johnston presented background on the district's tax rebate program and recommended that the district continue the program using the same guidelines and rebate maximum as the Tax Rebate Program for 2013-2014. Approval for placement of this item on the February 6 board

agenda was approved on a motion by Mr. Fullerton and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

Dr. Shaffer updated the board on the annual textbook approval timeline. The textbook committee will review all textbook requests.

Dr. Leichter provided the board with an update on the district's existing agreement with Millersville University regarding a mutual exchange of the use of land highlighting improvements Millersville is proposing. He presented a resolution for the board's approval. Approval for placement of this item on the February 6 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; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

The Committee of the Whole adjourned at 815 p.m. on a motion by Mr. Fullerton, a second by Mr. Straub, and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
February 6, 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 originally scheduled for February 3, 2014 but rescheduled due to inclement weather. The meeting was called to order by Board President Mr. J. Kenneth Long at 8:16 p.m.

Mr. Long announced that the next scheduled meeting will be held on Tuesday, February 18, 2014, following the Committee of the Whole Meeting in the Board Room of Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Kirk Schlotzhauer, Mr. Christopher Straub and Ms. Donna Wert. Mrs. Johnna Friedman and Mr. Carlton Rintz were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Christopher Johnston, Mr. Charlie Reisinger, and Mrs. Vickie Hallock. Also in attendance for the meeting: Mrs. Connie Jackson, 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 January 27, 2014 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Schlotzhauer, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. The date for graduation is under review due to this year's inclement weather.

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

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

A. **Property Tax Rebate Program Resolution**

Explanation: The Penn Manor Tax Rebate Program began in 2006-07 for taxes paid in 2005. This program is budgeted to supply real estate tax rebate payments totaling \$50,000 to low income residents that are approved for the state rebate program.

B. **Land Exchange with Millersville University**

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA ITEM 2 A: It was moved by Mr. Fullerton 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, absent; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA ITEM

2 B: 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, abstain; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, absent; 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. Hambright Elementary School Project Change Order as cited. Change Order 2 - \$490.35 Frey Lutz - to provide a low voltage switch for lighting control in the Tech. Office.

Explanation: HVAC construction change orders occur as part of the Hambright construction process.

- B. 2013-2014 Federal Programs Consolidated Application – Project RA-999-14-0324 in the amount of \$654,174.00.

Explanation: the consolidated application includes \$555,775 for Title I and \$98,399 for Title II program funding.

- C. Capital Projects Budget for 2014-15

Explanation: As presented in January, the Capital Projects Budget is an outline for capital expenditures expected in the following year.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3 A-C: It was moved by Ms. Wert and seconded by Mr. Fullerton 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, absent; 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. Supplemental Pay for additional teaching duties to be performed for the spring semester.

Shawn Canady	\$7,750.45
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Explanation: Compensation determined per contractual calculations for a teacher with additional teaching duties.

- B. Leave to the individual according to the terms listed:

Professional Employee:

Employee C21 – Family Medical – May 19, 2014 – end of 2013-2014 school year

Employee C22- Designated Family Medical – Dec. 16, 2013 – Jan. 20, 2014

Employee C23 – Designated Family Medical – Jan. 2, 2014 – Jan. 26, 2014

Employee C24 – Family Medical - March 31, 2014 – end of 2013-2014 school year

C. Approval of Head Coach

Alegha Clark – Head Girls’ Lacrosse Coach

D. Mentor for the 2013-2014 school year as listed:

Elizabeth Bender for Catherine Christoffersen - \$394.00

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.

E. Parent Literacy Workshops – The administrative staff is recommending the approval of the following individuals to be paid at the professional rate for up to 4 hours to conduct Parent Literacy Workshops during the 2013-2014 school year.

Tricia Adams	Melissa Mulder
Kerry Bushong	Pamela Noll
Beth Corl	Patrice O’Brien
Elizabeth Crum	Megan Peart
Karen Devenburgh	Danielle Rogers
Melissa Douts	Kathy Rowley
Amy Flores	Casie Saxton
Christine Harzinski	Patricia Shover
Jeffrey Heiney	Joan Wimer
Nancy Johnson	Emily Wise
Kimberly Juba	Maribeth Zurn
Lori Longenecker	

Explanation: Elementary schools present a series of evening parent literacy workshops through the school year, working with mostly preschool aged and primary children and their parents on readiness for school, a comfort level with the school, and basic literacy skills that they can practice at home.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4 A-E: It was moved by Mr. Schlotzhauer and seconded by Mr. Fullerton 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, absent; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 8:26 p.m. on a motion by Mr. Straub and second by Mr. Schlotzhauer and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary