

MINUTES
Committee of the Whole
July 14, 2014

The Penn Manor School Board met in an Executive Session at 6:15 p.m. for Superintendent's evaluation 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. Theresa Kreider, Mrs. Vickie Hallock and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Franklin Hoke, Mr. Don Stewart, Mr. Dell Jackson, Mrs. Elaine Jones, 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, August 4, 2014, at 7:00 PM at Eshleman Elementary School.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the June 16, 2014 Committee of the Whole Meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Paitsel and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked if there were any Citizen's Comments. Mr. Franklin Hoke, the board representative to the Lancaster-Lebanon IU13 Joint Authority, reported on the meetings that he has attended and presented the operating budget as well as the facility improvement budget for the Joint Authority to the board.

Mr. Long reviewed the upcoming Board development opportunities.

Mr. Don Stewart updated the board on the Penn Manor Education Foundation initiatives. PMEAF has selected Dr. Richard Frerichs as their Ambassador for the 2014-15 school year. Mr. Stewart also announced that Mrs. Anne Carroll will be taking over as PMEAF Executive Director in January.

Mr. Reisinger updated the board on technology initiatives that his team is working on this summer as well as for the 2014-15 school year.

Dr. Kreider reviewed special education services as well as planned use of IU13 programming for the 2014-15 school year.

Mrs. Hallock and Dr. Shaffer highlighted summer curriculum planning and staff development for the 2014-15 school year.

Dr. Leichliter and Mr. Johnston updated the board on developments at the state level and the PSERS effect on the Penn Manor School District budget.

The Committee of the Whole adjourned at 8:08 p.m. on a motion by Mrs. Friedman, a second by Ms. Wert, and a unanimous voice vote.

Mr. L. Kenneth Long, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
July 14, 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 8:09 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, August 4, 2014, following the Committee of the Whole Meeting at Eshleman Elementary 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, 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, Mr. Charlie Reisinger, and Mrs. Vickie Hallock. Also in attendance for the meeting: Mr. Dell Jackson, Mr. Brian Wallace, 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 June 16, 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.

Mr. Johnston provided the Treasurer's report for June 2014. He presented for payment the June 2014 bills. It was moved by Mr. Schlotzhauer and seconded by Mr. Fullerton to approve to authorize payment of bills:

General Fund	\$ 9,672,306.14
Cafeteria Fund	\$ 189,903.22
Capital Reserve Fund	\$ 1,879,108.75
2012 Construction Fund	\$ 1,075,952.00
Student Activity Fund	\$ 29,417.96

The following roll 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 – abstained from check #21171; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. He reported that High Industries has erected a V-shaped sale sign on the Hambright property. Dr. Leichliter proposed touring the new Hambright prior to the August 4 meeting.

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. Budget Transfers listed on Penn Manor's web page
(<http://www.pennmanor.net/blog/category/tr/>)
- B. Tax Exonerations as cited (see page 5)
- C. Western PA School for the Deaf Transportation Contract for services to transport students to the Western PA School for the Deaf for 2014-2015. Annual cost is \$5,000 per child.

Explanation: Students receiving instruction at the Western PA School for the Deaf require transportation to the school's location in Pittsburgh. Students are transported by the IU13 to a WPSD location in Camp Hill. This contract is to get the students from Camp Hill to Pittsburgh and back. Transportation from the student's home to Camp Hill and back is billed through the IU13 transportation program.

- D. UGI Agreement for special pricing at the high school and high school east wing due to the interruptible service option. This agreement is effective July 1, 2014 through June 30, 2016 at a rate of \$3.95/Mcf for the duration of the agreement.

Explanation: The facilities mentioned above receive preferred pricing for natural gas due to the interruptible rate option. If temperatures fall below a certain level, the district is required to switch to heating oil for building heat. The two year agreement was negotiated through an IU consortium.

- E. CAFCO Bids Vendors for 2014-2015
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| Feeser's | \$517,158.15 |
| Sysco | \$ 91,640.95 |

Explanation: CAFCO is the annual IU13 food services bid.

- F. Hambright Elementary School Project Change Orders as cited (see page 6)
Change order 15 – add \$8,960.00 MCA

Explanation: General construction change orders occur as part of the Hambright construction process. The changes listed will have a net addition of \$8,960.00 to the General Construction contract.

- G. Conrad Siegel Actuaries Contact

Explanation: The actuarial services required under GASB 45. The contract, with the amount not to exceed \$8,300, is based upon group size and complexity as negotiated by the Pennsylvania Trust. The amount represents a 3% increase over the previous rate which had been in place since 2007.

- H. Trane Company Service Contract – Manor Middle School - service agreement with Trane for the building automation services and HVAC equipment at Manor Middle School effective July 1, 2014 through June 30, 2017, at the costs listed below:

2014-2015	\$47,810
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2015-2016	\$49,722
2016-2017	\$51,711

I. Intercom System Replacement for Penn Manor High School as cited (see pages 7-13)

Explanation: The new system will serve as a dedicated lifeline to the office for all the staff in the building. The system will provide two-way communication and paging and enhance the ability for administration and staff to communicate with each other from any phone in the building.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-I: It was moved by Mrs. Friedman and seconded by Mr. Fullerton 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

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 14-15).

B. Approval of Head Coach
Paul Taylor – Head Boys’ Soccer Coach

C. Saturday School and/or after School Detention for the 2014-2015 school year

Erick Dutchess	Jen Kroesen
Brian Osmolinski	Britney Clugston
Doug Kramer	Dave Ohl
Matt Fox	Heather Paquette
Jim McGlynn	Tresa Kirk
Michelle Dowd	Jeremy Nesmith

D. Tuition Student for the 2014-2015 School Year
Harleen Chaudhary

E. 2014-2015 Athletic Workers as listed (see page 16).

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

Professional Employee:
Employee C45 – Family Medical- August 25, 2014 – November 16, 2014

G. Resignation of the individual listed per the effective date:
Dawn Eby, High School, effective August 18, 2104
Shawn Canady, High School, effective July 1, 2014

- H. Board Secretary Services – The administrative staff is recommending approval for Cindy Rhoades to receive \$3,110 for her services as Board Secretary for the 2014-2015 school year.

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

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3F: 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, yes; Joseph Fullerton, yes; J. Kenneth Long, abstained; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

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

- A. Penn Manor High School Sidewalk Replacement Bid to accept bid from MCA Construction of \$28,900 as per the attached bid tabulation and to provide notice to proceed (see page 2).

Explanation: Bids were received from two contractors. The administrative recommendation is to approve the base bid. Work is expected to be conducted over the summer months.

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 4A: It was moved by Mr. Fullerton and seconded by Ms. Wert 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 8:17 p.m. on a motion by Mr. Fullerton and second by Mr. Schlotzhauer and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary