

**MINUTES**  
**Committee of the Whole**  
**June 2, 2014**

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for Superintendent's evaluation, discussion of personnel, and a student transportation matter.

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, 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, Dr. Cheryl Shaffer, Mr. Christopher Johnston, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Mrs. Vickie Hallock. Also in attendance for the meeting: Dr. Jerry Egan, Mr. Jeremy Kirchner, Mr. Joe Herman, Mr. and Mrs. Philip Loht, Mr. John Matusek, Mrs. Connie 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, June 16, 2014, at 7:00 PM at Eshleman Elementary School.

The following 5<sup>th</sup> grade students from Hambright Elementary School led the Pledge of Allegiance – Kaylee Jackson, Rebekah Whiteman, Cody Benard, Cory Yellets, Nathaniel Dandridge and Collin Robinson.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the May 19, 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. Philip and Betty Loht of 499 Frogtown Road in Pequea addressed the board to share their positive interactions with and appreciation for the staff at Marticville Middle School.

Mr. Long reviewed the upcoming Board development opportunities.

Dr. Leichliter introduced retiring high school social studies teacher Mr. Joe Herman who is the recipient of a 2014 WGAL Teacher Impact Award and showed the clip that aired on WGAL recently. The board presented Mr. Herman with a resolution commending him for his service to the district.

Mr. Johnston updated the board on the 2014-2015 proposed budget reviewing some recent developments.

Mrs. Hallock and Dr. Shaffer provided an overview of the end-of-year professional development planned as well as plans for the Monday, August 18, 2014 district opening day program.

Dr. Leichter and Mr. Johnston updated the board on the listing contract for the sale of Hambright, Temple Avenue. The board decided to refer this issue to the Facility Committee who will meet and return to the board with their recommendation.

The Committee of the Whole adjourned at 8:11 p.m. on a motion by Mr. Fullerton, a second by Mr. Schlotzhauer, and a unanimous voice vote.

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Mr. L. Kenneth Long, President

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Cindy Rhoades, Board Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**June 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 8:11 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, June 16, 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. John Matussek, Mrs. Connie 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 May 19, 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 presented a banner received from the state acknowledging the high school for excellence in academics.

**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.     Real Estate List Agreement – Hambright Elementary on Temple Avenue – to be distributed

**MOTION ON COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA ITEM**

**2A:** It was moved by Mr. Rintz and seconded by Mr. Fullerton to table 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 Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)**

- A.     Revised Biemesderfer Stadium/Facilities Use Agreement (see pages 5-12)

*Explanation: This is the revised facilities use agreement between Millersville University and Penn Manor School District as a result of payment owed to the school district*

*resulting from the current land swap in process. This agreement will expire on December 31, 2020.*

- B. Bid Results for High School Auditorium Acoustics Project (see page 13)
- C. Bid Results for Central Manor Sinkhole Remediation – to be distributed
- D. Energy Management Program Service Agreement with Water Treatment by Design, LLC to service geothermal systems at Eshleman, Letort, Marticville Middle, Martic and Central Manor from 7/1/2014 through 6/30/2015 as per the attached proposal (page 14)

*Explanation: To provide chemicals and equipment necessary to maintain appropriate levels during the contract period.*

- E. Special Education Contract with Intermediate Unit #13 to provide special education services, special education support services in 2014-2015 and to set hourly rates for services for interpreters, physical therapy and occupational therapy (see pages 15-16).
- F. IU13 Job Training Services contract for Job Training services provided by IU 13 for the 2014-2015 school year (see pages 17-19)

*Explanation: This contract is based upon preliminary unit costs of \$336.50 per day for 9 days in the 2014-2015 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records.*

- G. IU13 Occupational/Physical Therapy Services provided by IU 13 for the 2014-2015 school year (see pages 20-22)

*Explanation: This contract is based upon preliminary unit costs of \$95.50 per hour for 470 hours in the 2014-2015 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records.*

- H. IU13 Speech/Language Services provided by IU 13 for the 2014-2015 school year (see pages 23-25)

*Explanation: This contract is based upon preliminary unit costs of \$95.50 per hour for 750 hours in the 2014- 2015 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records. (This service will be provided only to Penn Manor students in placements outside of the Penn Manor School District.)*

- I. Student and Athletic Accident Insurance – purchase of insurance from Ace American Insurance Company at an annual premium of \$24,711 and offering voluntary accident insurance to students at a rate of \$30 per year for school time coverage and \$116 per year for 24 hour per day coverage for the 2014-2015 school year.

*Explanation: This policy covers all enrolled students who participate in interscholastic sports including band members, cheerleaders, colorguard, student coaches, student*

*trainers, and student managers. Also covered are all non-athletic, interscholastic or co-curricular activities.*

- J. High School Exterior Wall - Architectural Services for High School Exterior Masonry Repairs and Re-Caulking Project from Crabtree, Rohrbaugh & Associates for \$19,000 (see pages 26-27).

*Explanation: To provide architectural services required for the exterior wall masonry repairs and re-caulking at Penn Manor High School.*

- K. Dual Enrollment with Seton Hill University for the 2014-2015 school year (see pages 28-33)

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A:** It was moved by Mrs. Friedman and seconded by Mr. Straub 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

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3 B-K:** It was moved by Mr. Fullerton and seconded by Mr. Paitsel 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 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 2013-2014 school year (see page 34)
- B. Employment and Change in Status of the individuals listed per the effective date for the 2014-2015 school year (see page 35)
- C. Leaves to the individuals according to the terms listed:  
Professional:  
*Employee C38- Family Medical - October 14, 2014 – January 5, 2015*  
*Employee C39 – Family Medical - August 25, 2014 – November 16, 2014*  
*Employee C40 – Family Medical - June 2, 2014 – end of the 2013-2014 school year*
- D. Acceptance of Bus Drivers listed for the 2013-2014 school term.  
 Eschbach Drivers and Substitutes (see page 36)  
 Shultz Drivers and Substitutes (see page 37)
- E. Employee Group Agreements (copies available upon request)  
 Act 93  
 Administrative Leadership Team Compensation Plan  
 Administrative Support Compensation Plan

- F. Retirement Agreement (see enclosure).
- G. Resignation  
Paula Troy, Custodian, High School, Effective date – 6/6/2014
- H. Retirement  
Patricia Nadu, Special Ed Aide, Manor Middle School, Effective date – 6/7/2013

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4 A-D, F-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 4E:** 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, 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 5. Consent Agenda for Board Actions** (ROLL CALL)

- A. Amendment to Superintendent Contract – The Board of Directors is recommending approval for an amendment to the Superintendent Contract with Dr. Michael Leichliter for the term of July 1, 2009 through June 30, 2014 (copies available upon request).
- B. Superintendent Contract – The Board of Directors is recommending approval of the Superintendent Contract with Dr. Michael Leichliter for the term of July 1, 2014 through June 30, 2019 (copies available upon request).

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 5A-B:** 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 8:19 p.m. on a motion by Mr. Straub and 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