

MINUTES
Committee of the Whole
November 18, 2013

The Penn Manor School Board met in an Executive Session at 5:45 p.m. for the discussion of the Superintendent's evaluation, personnel, and student matters.

The Penn Manor School Board met as a Committee of the Whole at 7:10 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. Franklin Hoke, Mr. J. Kenneth Long, 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, Mrs. Vickie Hallock and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Connie Jackson, Mr. David Paitsel, Mr. Doug Duke, Mrs. Judy Duke, Ms. Christine Santaniello, Dr. Krista Cox, Mrs. Kim Frey, Mrs. Amy Wall, Carly Wall, Kelly Wall, Mrs. Amber Green, Alexia Green, Alivia Green, Mr. Brian Osmolinski, Mr. Doug Kramer, Mr. Dell Jackson, Mrs. Jen Kroesen, Mrs. Carole Fay, Kayla Major, Jesse Burkholder, Jeff Mylin, Mrs. Tere Villbrandt, Dr. Perry Hazeltine, 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 Tuesday, December 3, 2013, 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 November 4, 2013 Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Fullerton, and a unanimous voice vote, the Minutes were approved as printed.

Alivia Starin and Eric Shufflebottom gave the student reports.

Mr. Long asked if there were any Citizen's Comments. Mrs. Carole Fay and the two agriculture students expressed their appreciation to Mr. Hoke for his participation on the Agriculture Advisory Committee and presented him with a lamp.

Mr. Rintz reviewed the upcoming Board development opportunities. Mr. Straub gave a short report on the LCCTC budget and Mr. Long updated the board on the IU13 budget and contract negotiations for next year.

Mr. Long presented Mr. Hoke with a resolution from the board and a plaque thanking him for his service to Penn Manor. Mrs. Green had previously received a resolution and was presented with a plaque as well. Mr. Hoke read a heartfelt statement to the board.

Mrs. Villbrandt and Dr. Hazeltine from the Samaritan Counseling Center updated the board on the TeenHope pilot program for high school ninth grade students.

Mr. Johnston and members of the Salary Matrix Committee reported on the results of their meetings over the past year.

Mr. Long reviewed the process for the Board Organization Meeting to be held on Tuesday, December 3, 2013.

The Committee of the Whole adjourned at 8:00 p.m. on a motion by Mr. Straub, a second by Mr. Schlotzhauer, and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
November 18, 2013

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 8:01 p.m.

Mr. Long announced that the next scheduled meeting will be held on Tuesday, December 3, 2013, following the Board Organization and Committee of the Whole Meeting in the Board Room of Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. Franklin Hoke, Mr. J. Kenneth Long, 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, Mrs. Vickie Hallock and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Connie Jackson, Mr. David Paitsel, Mr. Doug Kramer, Mr. Dell Jackson, Mrs. Elaine Jones, 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 made the board aware of a letter he had received from a district resident voicing his concern on rising property taxes. Mr. Long will respond to the resident.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the November 4, 2013 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.

Mr. Johnston provided the Treasurer's report for October 2013. He presented for payment the October 2013 bills. It was moved by Mr. Hoke and seconded by Mr. Fullerton to approve and authorize payment of bills:

General Fund	\$	2,879,302.83
Cafeteria Fund	\$	94,877.96
Capital Reserve Fund	\$	135,275.49
2012 Construction Fund	\$	1,388,570.28
Student Activity Fund	\$	26,100.27

The following roll call vote was taken on this motion: Richard Frerichs, yes; Johnna Friedman, yes; Franklin Hoke, yes; Joesph Fullerton, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes, Christopher Straub, yes, and Donna Wert, yes.

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. Judicial Review Committee Actions as cited (enclosure).
- B. Election of Solicitor and Bond Counsel – Kegel Kelin Almy & Lord LLP – The law firm of Kegel Kelin Almy & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2014. (To be distributed).
- C. Election of Special Counsel for Special Education – McNees Wallace & Nurick LLC – The law firm of McNees Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2014. Services will be limited to special education matters. (To be distributed).
- D. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2014. Services will be limited to labor matters. (To be distributed).
- E. Election of Special Counsel for Open Campus PA – Hartman Underhill & Brubaker LLP
The law firm of Hartman Underhill & Brubaker LLP be appointed as special counsel for the school district for the calendar year 2014. Services will be limited to Open Campus PA matters. Hourly rate is \$165 on a blended basis.
- F. Transportation Contracts for the 2013-2014 school year:
 Eschbach Bus Service (181 Days) \$ 2,088,802.26
 Eschbach Fuel Surcharge \$ 60,048.51
 Schultz Transportation (181 Days) \$ 408,297.69
 Schultz Fuel Surcharge \$ 10,397.07

Explanation: The current transportation contracts run from 2010 through 2015. The contract figures for the fourth year have been calculated based upon updated routing and student information.

- G. Tax Exoneration (see page 5)
- H. Approval and Notice to Proceed for Conestoga Fire Alarm System to McCarty and Son, Inc. in the amount of \$59,378.00. Payment to be made from the Capital Reserve Fund.

Explanation: While only one bid was received, the submission was below the projected cost and approval is being recommended by the administration.

- I. Rejection of Bid for Installation of Expanded Security System Letort, Eshleman, Martic and Marticville Middle

Explanation: The proposed bid came in well over the projected/budgeted cost of the project and the administration is recommending that the bid be rejected and that the project scope be revised and re-bid.

J. Mental Health Parity and Addiction Equity Act Opt-Out Resolution (see page 6).

Explanation: This is an annual opt-out resolution due to the district status as a self-insured provider of services.

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 2 A-J: It was moved by Mr. Schlotzhauer 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; Franklin Hoke, yes; J. Kenneth Long, 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. Leave to the individual according to the terms listed:

Professional Employees

C11 - March 3, 2014 – May 23, 2014 - Family Medical

C12 - January 2, 2014 – end of 2013-2014 school year - Child Rearing

C13 - October 16, 2013 – October 29, 2013 - Designated Family Medical

C14 - April 7, 2014 – May 18, 2014 - Family Medical

Classified Employees

C15 - Sept 13, 2013 – Nov 3, 2013 - Designated Family Medical

B. Approval of Volunteer Boys Volleyball Coach – Dustin Hornberger

Dustin Hornberger – Volunteer Boys Volleyball Coach

Durbin Fisher – Volunteer Bowling Coach (pending clearances)

C. Resignation of the individual listed per the effective date:

Diana L. Garber – January 17, 2014

D. Tenure - The administrative staff is recommending that Tracy Cornell be granted tenure as she has completed three years of satisfactory teaching performance within the school district.

Explanation: Professional employees in the Commonwealth of Pennsylvania acquire tenure after satisfactory teaching performance for three years (statutorily designated period).

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3 A-D: It was moved by Ms. Wert and seconded by Mr. Hoke to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 8:11 p.m. on a motion by Mr. Straub and seconded by Mr. Fullerton and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary