

**Minutes
Committee of the Whole
November 21, 2011**

The Penn Manor School Board met in Executive Session at 5:45 p.m. for the discussion of negotiations, student and personnel 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, Dr. Richard Frerichs. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer and Ms. Donna Wert. Mrs. Amber Green and Mr. Christopher Straub were absent. Present from the administrative staff were Mr. Chris Johnston, Dr. Michael Leichliter, and Ms. Ellen Pollock. Also in attendance for all or part of the meeting: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Mr. Coleman, Mrs. Connie Jackson, students Sarah Evarts and Evan Bigler, Lancaster Newspaper reporter Elaine Jones, Mrs. Cindy Rhoades, and Board Secretary Mrs. Paula Howard.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, December 5, 2011, at 4:00 p.m. in the Board Room of the Manor Middle School.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the November 7, 2011, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz, a second by Mr. Hoke and a unanimous voice vote, the Minutes were approved as printed.

Student representatives Evan Bigler and Sarah Evarts reported on high school, sports, and student council activities for the October and November to the present. They also provided dates for upcoming high school and student council events. Evan and Sarah thanked the Board for meeting with the student officers. Board members responded that they appreciated meeting with the students and the candid conversation.

Dr. Frerichs asked if there were any Citizen's Comments. There were none.

Mrs. Friedman reviewed upcoming Board development opportunities. Mrs. Rhoades reported that 270 senior citizens attended the Comet Classics dinner and a play. Ms. Wert reported that the Lancaster County Academy had a clean audit. Mr. Long reported that there will be a Facilities Committee meeting on December 14 to discuss the closing of the current Hambright building. Mr. Schlotzhauer provided an update from a Career and Technology meeting.

Dr. Frerichs and Dr. Leichliter distributed informational handouts to the Board.

Mr. Coleman reviewed the current status of the Central Manor project and the final work that needs to be completed. He provided information on costs for the project and contractor change orders.

Dr. Leichter and Mr. Reisinger updated the board on technology programs related to the Penn Manor Virtual School. They explained a pilot program with two other school districts for next year. More information will be provided in January.

Mr. Johnston reviewed the Phase 1 transfers from PP&L to the Lancaster County Conservancy and payment in lieu of taxes. He reviewed assessment appeals, requests for tax exemptions and the loss of tax revenue.

Mr. Johnston discussed the budget timeline and options related to Act 1 and a resolution not to exceed the index. The Board unanimously decided to have Mr. Johnston prepare a resolution not to exceed the index of 2.1%. The resolution will be presented for consideration to the Board in December.

The Committee of the Whole adjourned at 8:41 p.m. on a motion by Mr. Long, a second by Mrs. Friedman, and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary

MINUTES
Penn Manor Board of School Directors
November 21, 2011

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, Dr. Richard Frerichs at 8:42 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, December 4, 2011, following the Committee of the Whole Meeting in the Board Room of the Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer and Ms. Donna Wert. Mrs. Amber Green and Mr. Christopher Straub were absent. Present from the administrative staff were Mr. Chris Johnston, Dr. Michael Leichliter, and Ms. Ellen Pollock. Also in attendance: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Mrs. Connie Jackson, Lancaster Newspaper reporter Elaine Jones, Mrs. Cindy Rhoades, and Board Secretary Mrs. Paula Howard.

Dr. Frerichs asked if there were any Citizen's Comments. Mrs. Connie Jackson spoke regarding the prayer at the voting meeting.

Dr. Frerichs asked the board whether there were any additions or corrections to the Minutes of the November 7, 2011. Hearing none, on a motion by Mr. Rintz, a second by Mrs. Friedman and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent report. He reported that Penn Points students Bryan Hess and Sarah Schaeffer won the National Scholastic Press Association Feature of the Year Award. They will be at the January Board meeting.

Mr. Johnston provided the Treasurer's report for October 2011. He presented for payment the October 2011 bills. It was moved by Mrs. Friedman and seconded by Ms. Wert to approve to authorize payment of bills:

General Fund	\$	2,276,391.47
Cafeteria Fund	\$	50,139.22
Capital Reserve Fund	\$	7,679.00
2010 Construction Fund	\$	521,607.62
Student Activity Fund	\$	12,644.51
Payroll, 10/12/2011	\$	815,665.25
Payroll, 10/26/2011	\$	817,198.59

The following roll call vote was taken on this motion: Richard L. Frerichs, yes and abstained from Check #10537; Johnna Friedman, yes; Amber Green, absent; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, absent, and Donna J. Wert, yes.

Item 1. The School Board Meeting Agenda was reviewed.

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

- A. Election of Solicitor and Bond Counsel – The law firm of Kegel Kelin Almy & Grimm LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2012.
- B. Election of Special Counsel – McNeese Wallace & Nurick LLC – The law firm of McNeese Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2012. Services will be limited to special education matters.

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA

ITEMS 2 A - B: It was moved by Mr. Long and seconded by Mr. Rintz to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, absent; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, absent, and Donna J. Wert, yes.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Final Reading of New and Revised Board Policies:
 - 006.1 Use of Electronic Communication Equipment
 - 113 Special Education
 - 113.1 Discipline of Students with Disabilities
 - 113.3 Screening and Evaluations for Students with Disabilities
 - 113.4 Confidentiality of Special Education Student Information (new)
 - 113.5 Wraparound Staff Provided by Outside Agencies
- B. Budget Transfers listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- C. Tax Exonerations as cited:

<u>BILL NO.</u>	<u>NAME</u>	<u>Parcel ID</u>	<u>REASON</u>	<u>ASSESSMENT CHANGE</u>	<u>TAX DOLLARS LOST</u>
MANOR TOWNSHIP					
41011-3-6019	SCHROEDER, FREDERICK/MARY	410211210000	DEMOLISH	\$45,000.00	\$751.05

- D. Transportation Contracts for the 2011-2012 school year:
 - Eschbach Bus Service (181 Days) \$ 1,905,836.70
 - Eschbach Fuel Surcharge \$ 73,017.77
 - Schultz Transportation (181 Days) \$ 376,023.94
 - Schultz Fuel Surcharge \$ 12,472.54

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

and student information. Cuts to activity runs, mid-day kindergarten runs and streamlined routing resulted in savings of almost \$237,000 over the previous years. Higher fuel prices will result in additional payments of \$53,000; however, net savings for contracted transportation are nearly \$184,000.

- E. Mental Health Parity and Addiction Equity Act Opt-Out Resolution (see page 5).

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

- F. Millersville Manor LLC Tax Assessment Agreement – authorization for district solicitor to sign the attached stipulation settling the Millersville Manor LLC tax assessment matter (see pages 6-11).

Explanation: The settlement appears as it was negotiated.

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – F: It was moved by Mrs. Friedman and seconded by Mr. Schlotzhauer to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, absent; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, absent, and Donna J. Wert, yes.

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

- A. Resignation of the individual listed per the effective date.
 Amy Houseman, elementary teacher, effective October 31, 2011
 JoAnn Jones, elementary teacher aide, effective November 10, 2011
- B. Employment and Change in Status of the individuals listed per the effective date for the 2011-2012 school year (see page 12).
- C. Substitute Teachers within the school district until such time that either the school district or the individual would opt to have their name deleted from the substitute teacher list (see page 13).
- D. Leaves to the individuals according to the terms listed:
 Professional Employees:
 Employee VI, April 25, 2012 – end of 2011-2012 school year, Family Medical
 Employee WI, October 7–December 29, 2011, Designated Family Medical
 Classified Employee:
 Employee XI, October 19,–November 7, 2011, Designated Family Medical

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEMS 4 A – D: It was moved by Ms. Wert and seconded by Mr. Hoke to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, absent; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, absent, and Donna J. Wert, yes.

The meeting adjourned at 8:39 p.m. on a motion by Mrs. Friedman and seconded by Ms. Wert and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary