

**Minutes  
Committee of the Whole  
November 3, 2014**

The Penn Manor School Board met in a workshop, District Budget, beginning at 5:00.

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for the discussion of the Superintendent's evaluation, student matter 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 called to order by Board President, Mr. J. Kenneth Long. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joe 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, Mrs. Vickie Hallock, Mr. Christopher Johnston, Dr. Theresa Kreider, and Dr. Cheryl Shaffer. Also in attendance for all or part of the meeting: Ms. Kathy Grenier, Mr. John Bonawitz, Mrs. Judy Duke, Mr. Dan Sahd, Ms. Samantha Schlechter, Mr. & Mrs. Mike DeBerdine, Mr. Dell Jackson, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper Reporter, 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, November 17, 2014, at 7:00 in the Board Room of the Manor Middle School.

Emma DeBerdine and Briana Harsh, 8<sup>th</sup> grade students from Manor Middle School, led the Pledge of Allegiance.

Mr. Long asked the committee whether there were any additions or corrections to the Minutes of the October 20, 2014, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Paitsel, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked if there were any Citizen's Comments. Mr. Dan Sahd, 197 Springdale Lane, Millersville, PA voiced his disappointment with the procedures the board followed in the handling of his busing concerns presented at the October 6, 2014 meeting.

Dr. Frerichs was commended for his leadership at the PSBA Conference in Hershey. Mr. Straub felt the Legal Update session was outstanding, and Mr. Schlotzhauer expressed his appreciation for the "student centered" theme of the conference.

Ms. Wert reported on the Lancaster County Academy Joint Operating Committee meeting and shared that LCA had a clean audit.

Mr. Straub reported on the recent LCTC meeting. Mr. Fullerton reported that the IU13 had reached a two year contract with their teachers.

Mr. Rintz reviewed the upcoming Board development opportunities.

Mr. John Bonawitz of Brown Shultz Sheridan and Fritz presented an overview of the district's annual financial statements for the year ended June 30, 2014. He reported that the district received a clean opinion on the audit. Mr. Johnston thanked Mrs. Duke and the business office for their efforts. The district audit report will be posted on the Penn Manor website. Approval for placement of this item on the November 3 board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

Mrs. Hallock and Ms. Grenier reviewed the implementation of new curriculum material aligned to the PA Core. Additional professional development will occur in the coming months.

Dr. Shaffer presented a final review of the comprehensive planning process, Approval for placement of this item on the November 3 board agenda was approved on a motion by Ms. Wert and seconded by Dr. Frerichs. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:15 p.m. on a motion by Mr. Schlotzhauer, a second by Mr. Straub, and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**November 3, 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 8:16 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, November 17, 2014, following the Committee of the Whole Meeting in the Board Room at Manor Middle 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, Mr. Christopher Johnston, Dr. Cheryl Shaffer, Dr. Theresa Kreider, and Mrs. Vickie Hallock. Also in attendance for the meeting: Mr. Dell Jackson, Ms. Colleen Dorsey, 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 asked the board whether there were any additions or corrections to the Minutes of the October 20, 2014 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.

Dr. Leichliter provided the Superintendent's report. He reported that our student performers at PSBA did an outstanding job. This included Manor FFA members presenting the colors, the Manor Singers singing the National Anthem along with the Percussion Ensemble. Teacher Nick Crowther received a citation from the PA House of Representatives, and Charlie Reisinger was an open source presenter at a recent conference. Field hockey will play in the first round of states tomorrow and football will play in the first round of districts on Friday.

**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.    PSBA Job Descriptions

*Explanation: As presented at October 20, 2014 meeting*

B.    Acceptance of Local Auditor's 2013-2014 Report as presented.

**MOTION ON COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A-B:**

It was moved by Mrs. Friedman 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.

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

A.    Judicial Review Committee Action as cited (enclosure).

B.    Commencement Date – June 2, 2015

C.    Contract with Franklin & Marshall College for the 2015 Penn Manor High School Commencement (see pages 4-9)

*Explanation: Commencement will be held at F&M for the fourth consecutive year. Total costs will again be shared with Hempfield School District who will be holding their commencement on the night following Penn Manor's graduation.*

D.    Approval of the Comprehensive Plan

*Explanation: The comprehensive plan is a web-based framework for thoughtful data-driven and research-based district and school planning. It must be submitted on November 30 and will span 3 years, beginning July 1, 2015.*

E.    Hambright Elementary Sprinkler System Inspection Contract (see pages 10-10a)

*Explanation: Fire Sprinkler Three Year Inspection Contract for the new building which provides for yearly inspection of equipment.*

F.    PlanCon H Approval – Approval of PlanCon Part H, Project Financing, by the Pennsylvania Department of Education for Central Manor Elementary School Renovation Project at a temporary reimbursable percentage of 30.61% for the GOB Series of 2006 and a percentage to be determined for the GOB Series A of 2010. (see pages 11-20)

G.    PlanCon J Approval – Approval of PlanCon Part J, Project Accounting Based on Final Costs, by the Pennsylvania Department of Education for Central Manor Elementary School Renovation Project at a reimbursable percentage of 39.25% for the GOB Series of 2006, 38.11% for the GOB Series A of 2010 and 39.25% for the GON Series of 2013. (see pages 21-33)

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-G:** It was moved by Mr. Straub and seconded by Mr. Fullerton 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 2014-2015 school year (see pages 34-35).

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

Professional Employee

*Employee D13* - Child Rearing - January 20, 2015 – end of Semester 2, 2014-15

C.    Winter Coaches as listed (see page 36)

D.    Tenure for the individuals listed as they have completed the requirement of three years of satisfactory teaching performance within the school district (see page 37).

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

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

Tara Hess – High School Food Service – September 26, 2014

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-E:** It was moved by Ms. Wert and seconded by Dr. Frerichs 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 8:23 p.m. on a motion by Mr. Straub and second by Mrs. Friedman and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary