

**Minutes  
Committee of the Whole  
November 5, 2012**

The Penn Manor School Board met in a workshop, Tax Revenue and Use of Exceptions, beginning at 5:30.

The Penn Manor School Board met in an Executive Session at 6:30 p.m. for the discussion of personnel matters.

The Penn Manor School Board met as a Committee of the Whole at 7:09 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, Mrs. Amber Green, Mr. Frank Hoke, Mr. Ken Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Lechlitter, Mrs. Vickie Hallock, Mr. Christopher Johnston, Dr. Theresa Kreider, Mr. Charlie Reisinger, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mrs. Amy Wall, Mr. Del Jackson, Millersville University graduate and graduate students, a parent, Lancaster Newspaper reporter Mrs. Elaine Jones, Mrs. Cindy Rhoades, and Mrs. Paula Howard, Board Secretary.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, November 19, 2012, at 7:00 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 October 15, 2012, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Green, a second by Mr. Rintz and a unanimous voice vote, the Minutes were approved as printed.

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

Mrs. Friedman reviewed the upcoming Board development opportunities.

Mr. Straub provided a Lancaster County Career & Technology Center update.

Mr. Hoke, Mr. Rintz, and Mr. Schlotzhauer reported on the recent PSBA Leadership Conference. It was announced that Dr. Frerichs has been elected to the position of PSBA President Elect effective January 1, 2013.

Dr. Frerichs distributed Legal Update information from the PSBA Leadership Conference.

Ms. Wert provided an update on the Lancaster County Academy.

Dr. Lechlitter distributed revised and new board policies that will be on the November 19, 2012 agenda for a first reading.

Dr. Leichter, Dr. Shaffer, Dr. Kreider and Mrs. Hallock provided information regarding Penn Manor's efforts to prepare for the new educator effectiveness evaluation passed by the General Assembly in June 2012.

Dr. Leichter explained that the Board must approve solicitor services yearly. He will be recommending to the Board that the District continue with the current solicitor services used: Kegel Kelin Almy & Lord LLP as Solicitor and Bond Counsel, McNeese Wallace & Nurick LLC as special counsel for special education, Fox Rothschild LLP as special labor counsel, and Hartman Underhill & Brubaker LLP as special counsel for Open Campus PA. Approval for placement of this item on the November 19 board agenda was approved on a motion by Mr. Straub and seconded by Mr. Rintz. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Dr. Leichter recommending changing the Commencement date for Penn Manor to June 4, 2013. Approval for placement of this item on the November 19 board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Green. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston updated the board on efforts to collect the remaining delinquent real estate taxes from 2005. He will be recommending that an outside firm be approved for collection of the taxes. Approval for placement of this item on the November 19 board agenda was approved on a motion by Mr. Long and seconded by Mr. Rintz. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mrs. Green, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:13 p.m. on a motion by Mr. Straub, a second by Mrs. Green, and a unanimous voice vote.

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**November 5, 2012**

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 8:14 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, November 19, 2012, 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, Mrs. Amber Green, Mr. Frank Hoke, Mr. Ken Long, 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, Mr. Charlie Reisinger, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mrs. Amy Wall, Mr. Del Jackson, Millersville University graduate and graduate students, a parent, Lancaster Newspaper reporter Mrs. Elaine Jones, Mrs. Cindy Rhoades, and Mrs. Paula Howard, Board Secretary.

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

Dr. Frerichs asked the board whether there were any additions or corrections to the Minutes of the October 15, 2012. Hearing none, on a motion by Mrs. Green, a second by Mrs. Friedman and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter gave the Superintendent report.

**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.     Hambright Architect Consultant Agreement for Civil Engineering – Derck & Edson to provide civil engineering services for the Hambright Elementary School project for \$173,500 as per the attached proposal (see enclosure).

*Explanation: Ratification of agreement between Crabtree, Rohrbaugh & Associates and Derck & Edson for civil engineering services for the Hambright Elementary project.*

- B.     Hambright Architect Consultant Agreement for Structural Engineering – KCI Technologies to provide structural engineering services for the Hambright Elementary School project for \$32,420 as per the attached proposal (see enclosure).

*Explanation: Ratification of agreement between Crabtree, Rohrbaugh & Associates and KCI Technologies for structural engineering services for the Hambright Elementary project.*

- C. Hambright Architect Consultant Agreement for Mechanical Engineering – Moore Engineering Company to provide mechanical engineering services for the Hambright Elementary School project for \$228,000 as per the attached proposal (see enclosure).

*Explanation: Ratification of agreement between Crabtree, Rohrbaugh & Associates and Moore Engineering Company for mechanical engineering services for the Hambright Elementary project.*

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – C:** It was moved by Ms. Wert and seconded by Mrs. Green to approve these items. The following call vote was taken on this motion. Richard L. Frerichs, yes; Johnna Friedman, yes; Amber Green, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna J. Wert, yes.

**Item 3.**        **Consent Agenda for Personnel Actions – 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 2012-2013 school year (see page 4).
- B. Resignation of the individuals listed per the effective date:  
       Richard Eby, middle school principal, date to be determined  
       Jamie Golden, high school teacher, effective October 18, 2012
- 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:  
       Kathleen Bonnici  
       Jessica Johnson  
       Amanda Kreider
- D. Leave to the individuals according to the terms listed see page 5).
- E. Winter Coaches (see page 6).
- F. Retirement of the individual listed in accordance with the terms as outlined  
       Carol Hostetler, elementary teacher, effective October 15, 2012
- G. Twilight School Instructors for the 2012-2013 school year at the rate of \$32.00 per hour.  
       Theresa Nimo  
       Drew Wilson

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

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

- A. Hambright Architect Consultant Proposal for Supplementary Geotechnical Engineering Services – ARM Group Inc. to provide supplemental geotechnical engineering services for the Hambright Elementary School project as needed per the attached proposal.
- Additional Infiltration Tests - \$3,370 for day 1, additional \$1,100 if tests extended into second day.
  - Soil Permeability by Laboratory Test - \$1,500 for first specimen (if needed), \$1,250 for each further test (if warranted)

*Explanation: A meeting was held to discuss the geotechnical report results for the Hambright site. In summary, we have good soils for placing a building on, but in the areas planned for storm water infiltration areas, we have poor, minimal drainage. After discussing several possible factors and methodologies for handling, we are looking to do some additional testing as outlined to further design how we handle storm water on the site.*

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

The meeting adjourned at 8:23 p.m. on a motion by Mrs. Green and seconded by Mrs. Friedman and a unanimous voice vote.

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary