

**Minutes
Committee of the Whole
October 17, 2011**

The Penn Manor School Board met in Executive Session at 6:00 p.m. for the discussion of the legal and personnel matters.

The Penn Manor School Board met as a Committee of the Whole at 7:13 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 Mr. Chris Johnston, Dr. Michael Lechliter, and Ms. Ellen Pollock. Also in attendance for all or part of the meeting: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Jason Hottenstein, Billie Jo Atkins, Jeff Roth, David Bender, Dan Martino, Del Jackson, Mindy Rottmund, Michelle Henry, Mary Kay Fair, Connie Jackson, Peg Murr, students Evan Bigler and Sarah Evarts, 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, November 7, 2011, at 7:00 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 October 3, 2011, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz, a second by Mr. Straub 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 upcoming Board development opportunities.

Dr. Frerichs distributed informational handouts to the Board.

Student representatives Evan Bigler and Sarah Evarts reported on high school, sports, and student council activities for the end of September to the present. They also provided dates for upcoming high school and student council events. The students reported opinions from students regarding the current high school student planner usage and format. It was reported that the School Board will meet with the high school student council on November 10.

Mr. Jeff Roth introduced Jason Hottenstein, the new Head Girls' Varsity Soccer Coach, and Billie Jo Atkins, the new Assistant Girls Varsity Coach. Mr. Hottenstein said he is looking forward to the challenge. Both coaches thanked the Board for the opportunity.

Mr. David Bender provided a presentation of his experience in the NASA Program, Desert Research and Technology Study. Mr. Bender was one of two science teachers in the United States chosen to participate in this Program.

Mr. Johnston, provided information from the Joint Health Care Committee. Members included Mr. Johnston, Mr. Martino, Dr. Kreider, Mr. Jackson, Mrs. Rottmund and Mrs. Henry. He said the 2011-2012 Negotiated Agreement established a joint labor/management health care committee to research and report on various cost savings options. A detailed summary of the findings of the committee was provided. Board members thanked the Committee for their time and efforts.

Mr. Johnston reviewed preliminary information from the recent audit. He explained the options for distribution of the end of year funds from the 2010-2011 budget. Mr. Johnston requested board action. It was decided by the Board to place on the voting agenda a resolution to commit the money within the general fund. Approval for placement of the resolution on the October 17 board agenda was approved on a motion by Mr. Long 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.

Dr. Leichter reviewed items in the pockets of the Board notebook.

The Committee of the Whole adjourned at 8:40 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
October 17, 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 8:50 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, November 7, 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, 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 Mr. Chris Johnston, Dr. Michael Lechliter, and Ms. Ellen Pollock. Also in attendance: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Connie Jackson, Del 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. There were none.

Dr. Frerichs asked the board whether there were any additions or corrections to the Minutes of the October 3, 2011. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Straub and a unanimous voice vote, the Minutes were approved as printed.

Dr. Frerichs announced that an Executive Meeting was held on October 6, 2011 with counsel to discuss negotiations with teachers.

Dr. Lechliter provided the Superintendent report. He reported on the Central Manor Rededication and commended Mr. Coleman and the custodial/maintenance staff for preparing the building. Dr. Lechliter also provided information on procedures for students receiving free and reduced lunches, the polling location change from the Conestoga fire hall to Conestoga Elementary School, and the potential future visit of students from Japan to the high school. He asked the Board for direction regarding discussions with Millersville University relating to land swap. The Board directed Dr. Lechliter to continue with the discussions.

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

General Fund	\$	3,999,201.20
Cafeteria Fund	\$	155,513.39
Capital Reserve Fund	\$	18,284.11
2010 Construction Fund	\$	264,302.34
Student Activity Fund	\$	3,886.48
Payroll, 9/14/2011	\$	803,939.25
Payroll, 9/28/2011	\$	817,611.35

The following roll 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 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. Budget Transfers listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- B. Tax Exonerations as cited (see page 4).
- C. Education Foundation Venture Grants as listed (see pages 5 – 9).
- D. Bleacher Safety Inspections by C. M. Eichenlaub Co. at the cost of \$4,545.00 (see page 10).

Explanation: To provide a full safety inspection of bleachers at high school main gym, high school auxiliary gym and Marticville Middle School gym.

- E. High School Auditorium Power Distribution System Engineering and Design by Moore Engineering Company at the cost of \$2,450.00 (see page 11 – 12).

Explanation: Engineering and design work pertaining to the power outage in the high school auditorium.

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 2 A – E: 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 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 2011-2012 school year (see pages 13 – 14).
- B. 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 15).
- C. Retirement of the individuals listed below per the effective date cited.
Linda Blecher – Food Service Manager – December 31, 2011
- D. Resignation of the individuals listed below per the effective date cited.
Megan Augustine – Technology Support Specialist – October 14, 2011
Angie Klugh – Part-time Custodian – October 21, 2011

Cirillo Ventura – ERA LST – September 29, 2011

- E. Creation of Benchmark Assessments to the individuals listed at the hourly professional rate:

Dawn Eby
Kathy Grenier
Liz Kelly
Dori O'Connor

Explanation: This project is part of the School Improvement Plan previously approved by the Board to increase PSSA performance.

- F. Winter 2011-2012 Athletic Coaches as listed (see page 16).

- G. Leave to the individual according to the terms listed:

Professional Employee:

Employee S1 – February 3, 2011 – June 8, 2011
Special sick leave for the purpose of purchasing service time from Pennsylvania School Employees Retirement System (PSERS)

Explanation: PSERS regulations allow for employees who are out of pay status from the school district but who are receiving either Workers Comp or Short Term Disability payments in excess of 50% of their normal salary to have the ability to purchase service time. Requires board approval.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEMS 4 A – G: It was moved by Ms. Wert and seconded by Mr. Straub 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.

- A. 2010 – 2011 Committed Fund Balance – The Board of Directors is recommending approval of the resolution committing \$9,252,534 within the general fund per the attached Board Resolution.

The meeting adjourned at 9:10 p.m. on a motion by Ms. Wert, and seconded by Mrs. Green and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary