

**MINUTES**  
**Committee of the Whole**  
**September 15, 2014**

The Penn Manor School Board met for a K-12 Counseling Workshop beginning at 5:00 p.m.

The Penn Manor School Board met in an Executive Session at 6:15 p.m. for a student matter and personnel matter.

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. 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, Mrs. Vickie Hallock and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Dell Jackson, Dr. Philip Gale, Mr. Skip Reddig, Mr. Andrew Johnson, Mr. Todd Mealy, two students from Penn State York, 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 Monday, October 6, 2014, at 7:00 PM at Manor Middle School.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the September 2, 2014 Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Paitsel and a unanimous voice vote, the Minutes were approved as printed.

Eric Shufflebottom and Courtney Ricci provided the student report and highlighted upcoming high school events.

Mr. Long asked if there were any Citizen's Comments. There were none.

Mr. Long reviewed the upcoming Board development opportunities.

Head football coach Mr. Todd Mealy and three of his players, Tyler Spangler, Eric Shufflebottom and Justin Matias reviewed the highlights of the 2014 Global Ireland Football Tournament and their experiences in Ireland.

Mr. Reddig introduced Mr. Andrew Johnson, the new Penn Manor Band Director and a graduate of the Penn Manor class of 2001, to the board. Mr. Johnson will begin fulltime on September 22. Mr. Johnson thanked the board for the opportunity to return to Penn Manor.

Dr. Shaffer and Mrs. Hallock introduced new teachers to the board. Elementary teachers present were Wendy Lutz-Terry, Richard Bodde, Jeff Heiney, Antonella Kirchner, Deb Beighley, Lisa Suydam, Elizabeth Raff, Steve Sellers, and Bethany Bachman. Secondary

teachers present were Jessica Cunningham, Andrew Johnson, Sarah Stover, Adam Brown, Sean Simmonds, Chris Feger and Hanna Crowther.

Dr. Leichliter, Dr. Shaffer, Mrs. Hallock, Dr. Kreider and Mr. Reisinger presented brief updates to the board. Mrs. Hallock shared that 12 teachers will be involved in the flipped classroom program this year. Dr. Shaffer talked about new project-based assessments (PBA) for students who have not been successful on the Keystone exams. Dr. Kreider gave an update on the Poverty Committee and some initiatives they are planning. Mr. Reisinger shared changes to the eRate program and provided an update on the mobile App launch. Dr. Leichliter updated the board on the first session of the High School Master Plan Committee.

Mr. Johnston reviewed the preliminary numbers from the 2013-2014 audit and discussed fund balance implications and proposed transfers to the capital reserve fund.

The Committee of the Whole adjourned at 8:09 p.m. on a motion by Mr. Straub, a second by Mr. Fullerton and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**September 15, 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 8:10 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, October 6, 2014, following the Committee of the Whole Meeting 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, Mrs. Vickie Hallock, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Dell Jackson, two students from Penn State York, 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 asked the board whether there were any additions or corrections to the Minutes of the September 2, 2014 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Johnston provided the Treasurer's report for August 2014. He presented for payment the August 2014 bills. It was moved by Mrs. Friedman and seconded by Dr. Frerichs to approve to authorize payment of bills:

General Fund	\$ 2,827,641.40
Cafeteria Fund	\$ 48,312.33
Capital Reserve Fund	\$ 1,114,348.09
2012 Construction Fund	\$ 807,349.45
Student Activity Fund	\$ 8,082.95

The following roll 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

Dr. Leichliter provided the Superintendent's report. He reported that senior Alan Dang was named a National Merit Scholarship semifinalist. The flooring for Hambright has arrived and should be installed by Friday. Dr. Anderson, President of Millersville University, will be speak at the Hambright Dedication on September 28.

**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.        Voting for PSBA Officers  
             President-elect – Kathy Swope  
             Vice President – Mark Miller  
             Treasurer – Otto Voit III  
             At-large Representative (Central) – David Hutchinson
- B.        Resolution Supporting House Bill 2124 (see pages 4-5)

*Explanation: The resolution supports the necessary reform of the process for state reimbursement of school construction and renovation projects.*

**MOTION ON COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA ITEM**

**2A-B:** 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 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.        Hambright Elementary School Project Change Orders as cited (see page 6)  
             Change order 2 – add \$939.95 Vision Mechanical

*Explanation: Plumbing construction change orders occur as part of the Hambright construction process. The changes listed will have a net addition of \$939.95 to the plumbing construction contract.*

- B.        Tax Exonerations (see page 7)

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-B:** It was moved by Mr. Fullerton and seconded by Ms. Wert 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 page 8)
- B.        2014-2015 Fall Coaching Positions as listed:

Deron Gue - Football, MS Assistant - \$1,000  
 Pat Weaver – Football, Assistant - \$4,488

- C. Head Coach Recommendation:  
Boys Tennis – Greg Hammond (pending clearances)
- D. Resignation of the individual listed per the effective date:  
Aleigha Clark, Title I aide, Manor Middle – effective September 12, 2014  
Ed Weber – Aud Tech Supervisor Entertainment PM – August 25, 2014  
Ed Weber – Aud Tech Supervisor General – August 25, 2014  
Barry Groff – Football Asst. Coach – September 3, 2014
- E. Department Coordinators & Stipends for the 2014-2015 school year as listed (page 9)  
  
*Explanation: This is the yearly approval of coordinators and stipends which occurs the second board meeting of September*
- F. 2014-2015 Fall Play Co-curricular Positions as listed
- |                      |                          |             |
|----------------------|--------------------------|-------------|
| Carole Shellenberger | Director                 | \$ 2,300.00 |
| Melissa Mintzer      | Assistant Director       | \$ 2,101.00 |
| Melissa Telesco      | Costume Coordinator      | \$ 700.00   |
| Dakota Jordan        | Technical Director       | \$ 1,422.00 |
| Ben Moore            | Asst. Technical Director | \$ 950.00   |
- G. Marching Band Director for the 2014-2015 school year  
Andrew Johnson - \$2,432.00
- H. Pennsylvania Constables to provide security for the school district during the 2014-2015 school year for athletic and co-curricular activities at the rate of \$33.20 per hour.  
Additions to names submitted for approval at September 2 meeting.  
Jeff Pokepec  
Christopher Wiggins

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-H with E as amended:** It was moved by Dr. Frerichs 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; J. Kenneth Long, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

**Item 5. Consent Agenda for Personnel Addendum – The administrative staff is recommending approval of the following:** (ROLL CALL)

- A. Bilingual School Psychologist  
Elaine Torres - \$75.00 per hour for up to 20 hours during the 2014-2015 school year

*Explanation: A bilingual school psychologist is needed to do an evaluation of a student.*

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 5A:** It was moved by Mrs. Friedman and seconded by Ms. Wert 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 8:20 p.m. on a motion by Mr. Fullerton 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