

**Minutes
Committee of the Whole
September 17, 2012**

The Penn Manor School Board met in a Five Year Budget Plan Workshop beginning at 5:00.

The Penn Manor School Board met in an Executive Session at 5:45 p.m. for the discussion of the Superintendent's evaluation, student and personnel matters.

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, Dr. Richard Frerichs. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mrs. 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: Mr. Larry Levato from Crabtree Rohrbach & Associates Architects, Mr. Del Warfel, students Sarah Evarts and Jenn Adams, three community members, 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, October 1, 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 September 4, 2012, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz a second by Mrs. Green and a unanimous voice vote, the Minutes were approved as printed.

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

Sarah Evarts and Jenn Adams provided the student report.

Mr. Chris Straub reported on the Lancaster County Career and Technology Center Joint Operating Committee meeting.

Dr. Frerichs provided an IU13 Legislative update, and reported on the PSBA meeting he attended.

Mrs. Friedman reviewed the upcoming Board development opportunities.

Mr. Larry Levato provided information on the Hambright Elementary School building project. He explained Plancon D, Project Accounting Based on Estimates. Approval for placement of the Plancon D on the board agenda was approved on a motion by Mr. Long and seconded by Mr. Straub. 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. Larry Levato provided information on the Hambright Elementary School building project Plancon E, Design Development. Approval for placement of the Plancon E on the board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Hoke. 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. Larry Levato provided information on Plancon A for the proposed Pequea Elementary School renovation project. Approval for placement of the Plancon A, to allow filing before the PDE plancon moratorium deadline, on the board agenda was approved on a motion by Ms. Wert and seconded by Mr. Schlotzhauer. 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 commended Mr. Levato and his firm for preparing the document in such a short period of time.

Mrs. Hallock and Dr. Shaffer provided enrollment data from the beginning of the 2012-2013 school year, enrollment data on September 17, 2012 and the enrollment at the end of the 2011-2012 school year.

The Committee of the Whole adjourned at 7:35 p.m. on a motion by Mrs. Friedman, a second by Mr. Long, and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary

MINUTES
Penn Manor Board of School Directors
September 17, 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 7:35 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, October 1, 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. 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: Mr. Del Jackson, three community members, Lancaster Newspaper reporter 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 September 4, 2012. Hearing none, on a motion by Mr. Rintz, a second by Mrs. Green and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter gave the Superintendent report.

Mr. Johnston provided the Treasurer's report for August 2012. He presented for payment the August 2012 bills. It was moved by Mr. Hoke and seconded by Mr. Long to approve to authorize payment of bills:

General Fund	\$ 3,098,204.49
Cafeteria Fund	\$ 32,731.99
Capital Reserve Fund	\$ 101,899.00
2010 Construction Fund	\$ 114,408.47
Student Activity Fund	\$ 16,883.42
Payroll 8/1/2012	\$ 685,059.29
Payroll 8/15/2012	\$ 688,950.96
Payroll 8/29/2012	\$ 761,703.96

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 Committee of the Whole – The committee is recommending approval of the following: (ROLL CALL)**

- A. Pequea Plancon A
- B. Hambright Elementary Plancon D and E

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA

ITEMS 2 A - B: It was moved by Mr. Long 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 Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)**

- A. Judicial Review Committee Actions as cited (see enclosure).
- B. Manor Middle School Energy Upgrade Proposal with Trane Building Services to install an upgrade to the current chilled water system for the administration offices at a cost of \$93,780.

Explanation: Part of the approved capital projects plan, this upgrade would provide for a separate chiller system to operate the administration office wing of the building. Separating the system will reduce summer operating costs by cooling only the occupied areas. Annual energy savings are estimated to be \$18,000 to \$20,000 with a projected payback period between 4.7 and 5.2 years. Payment to be made from the Capital Reserve Fund.

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – B: It was moved by Mr. Straub 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, 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 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 pages 4 – 5).
- 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:
 - Christina M. Olindo
 - Kristine A. Palmisano

Sharon K. Perry

- C. Leave to the individuals according to the terms listed:
 Professional Employee:
 B19 – November 9, 2012 – January 21, 2013, Child Rearing
 B20 – October 1, 2012 – November 5, 2012, Family Medical
- D. Bilingual school psychologist contract for up to 40 hours at the rate of \$60 per hour for the 2012-2013 school year to complete educational evaluations for non-English speaking students.
 Elaine Torres
- E. Athletic worker for the 2012-2013 school year as listed:
 Kris Ricci
- F. 2012/2013 Revised Band Positions for the 2012-2013 school year.
- | | | |
|-------------------------|----------------|------------|
| Marching Band Director | Tom Mumma | \$5,861.00 |
| Brass Instructor | Alex Goodman | \$ 666.50 |
| Brass Instructor | Dan Stauffer | \$ 666.50 |
| Winter Guard Instructor | Katie Roberts | \$ 823.00 |
| Woodwind Instructor | Ashley Weer | \$1,333.00 |
| Percussion | RC Youse | \$1,333.00 |
| Visual Captain Head | George Blakely | \$1,333.00 |
| Guard Instructor | Katie Roberts | \$1,538.00 |
| Asst. Guard Instructor | Bill Harker | \$1,025.00 |
- G. Detention/Saturday School Monitors for the 2012-2013 school year at the rate of \$32.00 per hour.
 Brad Aungst
 Lisa Bitler
 Courtney Costello
 Steve Evans
- H. 2012-2013 Co-curricular Positions as listed:
- | | | |
|----------------|-------------------|-----------|
| Katie Beaver | Science Fair (.5) | \$ 765.00 |
| Erick Dutchess | Science Fair (.5) | \$ 765.00 |
- I. Department Coordinators Salaries for the 2012-2013 school year as listed (see page 6).

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEMS 4 A - I: It was moved by Ms. Wert 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 5. Consent Agenda for Personnel Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Change in Status of the individual listed per the effective date for the 2012-2013 school year.

Transue, Michele A.* -- professional administrative employee, payment of an administrative stipend of \$3,867.33 for serving as dean of students at Martic Elementary School, effective 10/8/2012 through 12/21/2012

After graduating from Penn Manor in 1999, Michele attended Millersville University and received her bachelor's degree in Elementary and Early Childhood Education. She continued at Millersville earning her Master's Degree in Elementary Education, and Principal and Supervisory Certification. She and her husband, Chris resides within the Central Manor boundaries of the Penn Manor School district with their two young children, Ethan and Hailey.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 5 A: It was moved by Mrs. Friedman and seconded by Mr. Rintz 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 8:45 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