

MINUTES
Committee of the Whole
September 3, 2013

The Penn Manor School Board met in an Executive Session at 6:15 p.m. for the discussion of the Superintendent's evaluation 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. Frank Hoke, Mr. J. Kenneth Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub and Ms. Donna Wert. Mrs. Amber Green was absent from roll call but arrived prior to the start of the first item on the agenda. Present from the administrative staff were Dr. Michael Lechliter, Mrs. Vickie Hallock, Mr. Christopher Johnston, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mr. John Matusek, Mr. Dell Jackson, Mrs. Kathy Grenier, Mrs. Melissa Mealy, Ms. Dianne Bates, Mr. Joe Fullerton, a community member, Lancaster Newspaper reporter, Mrs. Elaine Jones, 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, September 16, 2013, at 7:00 in the Board Room of the Manor Middle School.

Mr. Long asked the committee whether there were any additions or corrections to the Minutes of the August 19, 2013, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friehman, a second by Mr. Hoke, and a unanimous voice vote, the Minutes were approved as printed.

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

Ms. Wert reported on the Lancaster County Academy JOC meeting.

Mr. Straub reported on the Lancaster County Career and Technology finance committee meeting.

Mr. Rintz reviewed the upcoming Board development opportunities.

Mrs. Grenier and Mrs. Mealy were introduced to the board by Mrs. Hallock and Dr. Shaffer. Mrs. Grenier is the district's new Math Supervisor and Mrs. Mealy is the district's new English Supervisor.

Mr. Reisinger introduced Dianne Bates. Ms. Bates is the new district Data Specialist. Ms. Bates and Mr. Reisinger shared an overview of district data systems and planned initiatives for the 2013-2014 school year.

Mr. Johnston reviewed the proposed calendar for developing, discussing and approving the budget for the 2014-2015 school year.

Dr. Leichliter, Dr. Shaffer and Mrs. Hallock reviewed the opening of school and shared enrollment figures with the board.

Dr. Leichliter reviewed proposed changes to fourteen district policies. Approval for placement of these items on the September 3 board agenda was approved on a motion by Mr. Straub 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. Long called for a call vote for each candidate running for the office of President, Vice President, Treasurer and At-large Representative for PSBA. Approval for placement of the successful candidates on the September 3 board agenda was approved on a motion by Dr. Frerichs and seconded by Ms. Wert. 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 8:17 p.m. on a motion by Mrs. Friedman, a second by Mr. Hoke, and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
September 3, 2013

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 8:18 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, September 16, 2013, following the Committee of the Whole Meeting in the Board Room of Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mrs. Amber Green, Mr. Frank Hoke, Mr. J. Kenneth Long, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, and Mr. Christopher Straub and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Leichliter, Mrs. Vickie Hallock, Mr. Christopher Johnston, Mr. Charlie Reisinger, Dr. Theresa Kreider, and Dr. Cheryl Shaffer. Also in attendance for the meeting: Mr. John Matusek, Mr. Dell Jackson, Mr. Joe Fullerton, a community member, Lancaster Newspaper reporter, Mrs. Elaine Jones, 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 August 19, 2013 meeting. Mr. Straub requested that a change be made to his vote on Item 3F. Mr. Straub will now abstain from this item. On a motion by Mrs. Green, a second by Mr. Schlotzhauer and a unanimous voice vote, the Minutes, as amended, were approved.

Dr. Leichliter provided the Superintendent's report.

Item 1. **The School Board Meeting Agenda was reviewed.**

Item 2. **Consent Agenda for Committee of the Whole Actions – The administrative staff is recommending approval of the following: (ROLL CALL)**

- A. Voting for PSBA Officers – Mr. Long
 President-elect – Mark B. Miller
 Vice President – Larry B. Breech
 Treasurer – Otto W. Voit III
 At-large Representative (Central) – Kathy K. Swope
- B. First Reading of Policies
 103.1 - Nondiscrimination - Qualified Students with Disabilities
 113.1 - Discipline of Students with Disabilities
 113.2 - Positive Behavior Support
 218 - Student Discipline
 218.1 - Weapons

- 218.2 - Terroristic Threats/Acts
- 222 - Tobacco Use
- 227 - Controlled Substances/ Paraphernalia
- 323 – Tobacco Use
- 351 – Drug and Substance Abuse
- 805 – Emergency Preparedness
- 805.1 – Relations with Law Enforcement
- 904 – Public Attendance at School Events
- 909 – Municipal Government Regulations

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

It was moved by Dr. Frerichs and seconded by Mrs. Green 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 Wert, yes.

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

- A. Approval of contract with IU13 for Act 126 training in the amount of \$1500.00.

Explanation: Governor Corbett signed into law Act 126 of 2012 which amended the Public School Code of 1949 to mandate that all school entities and independent contractors of school entities provide certain training to all employees, including contracted substitute teachers, who have direct contact with children. IU13 has been working on this training program to assist districts in the delivery of the training.

- B. IDEA Part B Use of Funds Agreement – for the use of Federal Funds from the 2013-14 allocation pertaining to the Individuals with Disabilities Education Act.

Explanation: Expected funds totaling \$970,074 will be used as follows - \$751,254 to be used as an offset to special education contracted services and \$218,820 to be used for “on behalf” services.

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A-B: It was moved by Mrs. Friedman 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 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 2013-2014 school year (see page 5).
- B. Resignations of the individual listed per the effective date:

Lisa M. Wakefield, Academic Support Aide, effective August 11, 2013
 Heather Valentine, High School Secretary, effective September 6, 2013

- C. Leave to the individual according to the terms listed:
 Professional Employee:
Employee C1- Intermittent Family Medical - August 26, 2013 – August 25, 2014
Employee C2- Designated Family Medical - June 24, 2013 – July 23, 2013 [full days]
 July 24, 2013 – August 2, 2013 [half-days]
- D. Volunteer Coaches pending receipt of clearances:
 Andy Zook - Golf
- E. Middle School Tutors for the 2013-2014 school year at a rate of \$32.00 per hour.
 Lisa Bitler
 Courtney Costello
 Connie Jackson
 Jennifer Ennis
 Maricia Kligge
 Amy Niemkiewicz
- F. Detention/Saturday School Monitors for the 2013-2014 school year at the rate of \$32.00 per hour.
 Brad Aungst
 Lisa Bitler
 Jim Horner
 Curt Snelbaker
 Jon Bittenbender
- G. Middle School Weight Room Coverage for the after school middle school weight room for the 2013-14 school year at the rate of \$23.20 per hour, 1 hour per day, 2 days per week
 Steve Kramer
 Ginny Neiss
 John Young
- H. 2013-2014 Fall Play Co-curricular Positions as listed:
- | | | |
|----------------------|---------------------|---------|
| Carole Shellenberger | Director | \$2,351 |
| Melissa Mintzer | Assistant Director | \$2,101 |
| Melissa Telesco | Costume Coordinator | \$1,000 |
- I. Twilight School Instructors for the 2013-2014 school year at the rate of \$32.00 per hour.
- | | |
|------------------|----------------------|
| Curt Elledge | Karen Miller Hallet |
| Curt Snelbaker | Kathy Kirk |
| Nick Crowther | Patrick Eichelberger |
| Theresa Nimo | BJ Atkins Kramer |
| Tresa Kirk | Shawn Canady |
| Catie Zalit | Lindsey Clark |
| Heather Paquette | Elizabeth Sheerer |

Jess Minko Frisby

- J. Pennsylvania Constables to provide security for the school district during the 2013-2014 school year for athletic and co-curricular activities at the rate of \$33.20 per hour.

Robert Benson	Dan Harsh
Bill Perkins	Fred Townsend
John Griffith	Randall Kreiser
Jeff Pokepec	Christopher Wiggins
Cesar DeJesus	

- K. 2013-2014 Athletic Worker as listed:

Lindsey Clark

- L. Mentors for the 2013-214 school year as listed:

Christa Craig for Molly Miller	Secondary – Step 1	\$ 803
Melissa Sigman for Emily vonHarten	Speech – Entry	\$ 788
Chris Telesco for Elizabeth Muehlbach	Secondary – Step 1	\$ 803
		change

Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the EStrategic Plan.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4 A-L: It was moved by Mrs. Wert 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 Wert, yes.

The meeting adjourned at 8:29 p.m. on a motion by Mrs. Green and seconded by Dr. Frerichs and a unanimous voice vote.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary