

**Minutes
Committee of the Whole
September 6, 2011**

The Penn Manor School Board met in Executive Session at 5:00 p.m. for the discussion with counsel of legal and student matters.

The Penn Manor School Board attended a public hearing at 6:15 p.m. regarding the proposed closing of Hambright Elementary School Building. The meeting was conducted by Mrs. Rhonda Lord from Kegel Kelin Almy & Grimm LLP. Dr. Frerichs introduced the School Board. Dr. Leichliter and Mr. Johnston presented the reason for closure, alternatives considered and financial details. Present from the administrative staff were Mr. Chris Johnston, Dr. Michael Leichliter, Ms. Ellen Pollock, Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger and Dr. Gerard Egan. Also in attendance: Mr. Larry Levato, Anita Rahe, Peg Murr, Pete Anders, Cindy Rhoades, Paula Howard, and stenographer Michelle Parke. The hearing adjourned at 6:45 p.m.

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. 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 Leichliter, and Ms. Ellen Pollock. Also in attendance for all or part of the meeting: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Mrs. Amy Wall, Lancaster Newspaper reporter Elaine Jones, Boy Scout Leaders Brian Hicks, James Fizer, Kevin Hertzog and David Koch, 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, September 19, 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 August 15, 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. Brian Hicks addressed the board regarding permission to speak about the Boy Scouting program to students and parents in the schools during school activities. David Koch, Conestoga River District Member Chair, read a statement regarding the value of the scouting program. James Fizer asked for board support to recruit in the schools. Dr. Leichliter will meet with the leaders and report to the school board.

Mrs. Friedman reviewed upcoming Board development opportunities.

Ms. Wert provided an update on issues related to the Lancaster County Academy. Dr. Gerald Huesken has been named the Superintendent of Record for the Academy.

Ms. Pollock and Mr. Reisinger reviewed highlights of the required Pennsylvania Department of Education Midpoint Review document. Board members were sent a full copy of the Educational Technology Report, Academic Standards and Assessment Midpoint Review and Professional Education Report documents to review prior to the meeting. Approval for placement of this item on the September 19 board agenda was approved on a motion by Mrs. Green 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. Reisinger explained that the recent vacancy in the Technology Department necessitated a revision of the Technology Support Specialist job description. Approval for placement of this item on the September 6 board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Long. 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 provided highlights from the first week of school. He reviewed the opening week enrollment at the schools and the changes from the 2010-2011 school year. Mrs. Rhoades reported that a drum troop welcomed students on the first day at Hambright Elementary School. Mrs. Hallock reported that parent concerns with bus stops were reviewed and in some cases changed to a safer location.

Mr. Johnston presented the 2011-2012 budget calendar. He reviewed tax millage history, difficulties for formulating the 2012-2013 budget, possible exceptions for a referendum, and the budget calendar.

Mr. Schlotzhauer provided the Lancaster County CTC Capital Project update. He explained that upgrades for the three CTC campuses will be done as a result of the Feasibility Study. He discussed the proposed property purchase, financing, and resolutions for the financing. He said a resolution will be presented to school district boards in October for approval.

The Committee of the Whole adjourned at 8:41 p.m. on a motion by Mrs. Friedman, a second by Mrs. Green, and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary

MINUTES
Penn Manor Board of School Directors
September 6, 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 8:42 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, September 19, 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 Leichliter, and Ms. Ellen Pollock. Also in attendance: Mrs. Vickie Hallock, Dr. Theresa Kreider, Mr. Charlie Reisinger, Mrs. Amy Wall, 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 at this time.

Dr. Frerichs asked the board whether there were any additions or corrections to the Minutes of the August 15, 2011. Hearing none, on a motion by Mrs. Friedman, a second by Mrs. Green and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent report. He said that the district had a successful school and athletic program opening week. He announced that a hearing was held this evening at 6:15 regarding the proposed closing of the Hambright Elementary School building. He said there will be a ninety day comment period before the board vote on December 5, 2011. Dr. Leichliter will be attending the first Millersville Comprehensive Plan Steering Committing meeting on September 7. He said the State of the District meetings will be starting in January 2012.

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. Amendment Number 2 for the Sale of Commercial Real Estate with Blackford Development LTD (see pages 6 – 7).
- B. School Sports Media Agreement (as distributed on 8/15/2011).
- C. Revised Technology Job Description (see pages 8 – 9).

MOTION ON COMMITTEE OF THE WHOLE ACTIONS CONSENT AGENDA ITEMS 2 A - C: It was moved by Ms. Wert and seconded by Mrs. Green to approve these items as amended. 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. Second Reading of the following Revised School District Board Policies (see packet distributed on August 1)
- Section: Programs
- # Alumni Honors
 - #122 Cocurricular Activities/Non Athletic
 - #123 Interscholastic Athletics
 - #123.2 Athletic Honors
- Section: Pupils
- #217 Graduation Requirements
 - #218 Student Discipline
 - #218.2 Terroristic Threats/Acts
 - #222 Tobacco Use
 - #225 Relations with Law Enforcement Agencies: **Deletion**
 - #226 Searches
 - #227 Controlled Substances/Paraphernalia
- Section: Employees
- #314 Physical Examination
 - #336 Personal Necessity Leave
 - #323 Tobacco Use
- Section: Finances
- #620 Fund Balance
- Section: Operations
- #805 Emergency Preparedness
- Section: Community
- #909 Municipal Government Relations
- B. Pequea Township Public Water Connection Resolution – The school board approves payment not to exceed \$51,000 to Nathan Pipitone, President of Wellington Development, as contribution toward the proposed water line extension behind Pequea Elementary School and the installation of a T connection with wet tap to extend to the school’s property line.
- C. Middle School and High School Handbooks – The administrative staff is recommending approval of the Middle School and High School Handbooks.
- D. Tuition Students for the 2011-2012 school year
 Lydia Selman – grade 10
 Charlotte Selman – grade 6
- E. Disposal of Vehicles via sealed bid:

1997 Dodge Ram 2300 VIN #XXXXXXXXXXXX552111
 1997 Dodge Ram 3500 VIN #XXXXXXXXXXXX545744

Explanation: The district would like to dispose of two vans formerly used to transport students. Sealed bids will be accepted.

- F. Integrated Pest Management Bid – five year integrated pest management bid to Western Pest Services, effective October 1, 2011 through September 30, 2016 as cited (see page 10).

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – F: It was moved by Mr. Straub and seconded by Mrs. Freidman 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 – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Resignation of the individuals listed per the effective date.
 William Horst – part time custodian – effective July 19, 2011
 Tiffany Keim – playground aide – effective August 12, 2011
 Scott Lackey – high school teacher – effective August 22, 2011
 Keri Scheid – support staff substitute – effective August 25, 2011
 Carol Ann Stetler – food service – effective August 12, 2011
- B. Retirement of the individual listed per the effective date.
 Ellen Pollock – Assistant Superintendent – effective June 30, 2012
- C. Employment and Change in Status of the individuals listed per the effective date for the 2011-2012 school year (see pages 11 – 12).
- D. 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 13).
- E. Fall, Winter and Spring Athletic Workers as listed for the 2011-2012 school year (see page 14).
- F. Volunteer Boys Soccer Coach – Andrew Walton
- G. Head Girls' Lacrosse Coach – Kim Marsh
- H. Mentors for the 2011-2012 school year as listed (see page 15).

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.

- I. Middle School Tutors for the 2011-2012 school year at a rate of \$32.00 per hour.
- | | |
|-------------------|------------------|
| Curt Elledge | Amy Niemkiewicz |
| Lisa Bitler | Jennifer Ennis |
| Courtney Costello | Connie Jackson |
| Maricia Kligge | Jon Bittenbender |
| Erica Kopp | Kerri Miller |
| Tom Wainman | |
- J. Detention/Saturday School Monitors for the 2011-2012 school year at the rate of \$31.40 per hour.
- | | |
|-------------------|------------------|
| Brad Aungst | Tresa Kirk |
| Lisa Bitler | Erick Dutchess |
| Courtney Costello | Kathy Grenier |
| Steve Evans | Kathy Kirk |
| Doug Kramer | Paul Milot |
| Jen Kroesen | Nick Swartz |
| Jeremy Nesmith | Jon Bittenbender |
| Jim Horner | Chris Telesco |
| Curt Snelbaker | Jim McGlynn |
| Heather Paquette | Connie Jackson |
| Brian Osmolinski | Maryann Saylor |
- K. Twilight School Instructors for the 2011-2012 school year at the rate of \$32.00 per hour.
- | | |
|----------------------|------------------|
| Billie Jo Atkins | Kathy Kirk |
| Shawn Canaday | Tresa Kirk |
| Nick Crowther | Karen Miller |
| Nikole Donnelly | Jess Minko |
| Erick Dutchess | Brian Osmolinski |
| Patrick Eichelberger | Heather Paquette |
| Curt Elledge | Michele Pletcher |
| Kathy Grenier | Tom Wainman |
| Barry Groff | Steve Weidner |
| Jodie Henderson | Curtis Snelbaker |
| Liz Sheerer | |
- L. Pennsylvania Constables to provide security for the school district during the 2011-12 school year for athletic and co-curricular activities at the rate of \$33.20 per hour.
- | | |
|---------------|---------------------|
| Robert Benson | Randall Kreiser |
| Fred Townsend | Christopher Wiggins |
| John Griffith | Jeff Pokepec |
| Bill Perkins | Dan Harsh |

MOTION ON PERSONNEL ACTIONS CONSENT AGENDA ITEMS 4 A, C-D, F-L: It was moved by Mr. Hoke 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.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4B: It was moved by Mr. Long and seconded by Mr. Hoke 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.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4E: It was moved by Mrs. Green and seconded by Mrs. Freidman to approve this item. The following call vote was taken on this motion. Richard L. Frerichs, abstained; 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 8:58 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