

Agenda – Committee of the Whole  
Penn Manor School District  
Monday, August 1, 2016  
Manor Middle School – Board Room

**EXECUTIVE SESSION**

6:00 Legal (review with counsel of due process hearing decision: ODR  
File No. 17382-15-16 KE)  
6:30 Personnel (Voting Agenda Item 3D-Leaves)

**COMMITTEE OF THE WHOLE**

**7:00**

CALL TO ORDER: Mr. Rintz

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, August 15, 2016 at 7:00 p.m. in the Board Room at Manor Middle School.

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing legal and personnel matters as detailed above.

ROLL CALL:

APPROVAL OF MINUTES: July 18, 2016  
<http://www.pennmanor.net/boardminutes/>

CITIZEN’S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

**Item 1.** **PSBA 2016 Delegate Assembly** – Mr. Rintz  
(7:15-7:25)

*Explanation: Mr. Rintz will review names of interested board directors who wish to serve as delegates for the upcoming October Pennsylvania School Boards Association (PSBA) delegate assembly in Hershey, PA.*

**Approval for Placement on the August 15 Board Meeting Agenda**

**Item 2.**  
(7:25-7:45)

**RFP for Construction Management Services** – Mr. Johnston

*Explanation: Mr. Johnston will recommend a “Request For Proposal” for construction management services in regards to the High School Renovation project. The administration will develop the RFP with the help of Howard Kelin, district solicitor. Timing for the RFP will be such that a recommendation will be brought to the board in late fall as the district begins the schematic design phase of the project.*

**Approval for Placement on the August 15 Board Meeting Agenda**

**Item 3.**  
(7:45-8:00)

**Special Education Update** – Dr. Kreider

*Explanation: Dr. Kreider will review information on special education services including early intervention, IU placements, and Project MAX.*

**Information Only**

**Item 4.**  
(8:00-8:15)

**Edgenuity Update** – Dr. Leichliter & Mr. Reisinger

*Explanation: Dr. Leichliter and Mr. Reisinger will provide an update on the implementation of the Edgenuity virtual course program.*

**Information Only**

**ADJOURNMENT**

**SCHEDULING AN APPEARANCE ON THE AGENDA**

Any individual or group wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen’s Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the chair and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.



- A. School District Physician – Timothy Weaver, M.D. of Manor Family Health as the School District’s Physician for the 2016-2017 school year at the rate of \$4,000

*Explanation: Dr. Weaver has agreed to continue his service. There will be no rate increase this year.*

- B. New Story Tuition Agreement for the 2016-2017 school year

*Explanation: To provide services for students during the 2016-2017 school year at a rate of either \$250 or \$375 per student depending on services required.*

- C. HS Curb and Sidewalk Repairs - to be conducted by Doug Lamb Construction for \$6,800

*Explanation: Needed repairs will be conducted around the HS property including 148 S.F. of 4” Concrete Sidewalk Replacement, 20 L.F. of 18” Curb Replacement and 40 S.F. of Asphalt Restoration.*

- D. CAFCO Bids Vendors for 2016-2017

Feeser’s	\$ 191,014.23
US Foods	\$ 431,117.84

- E. Honeywell Service Contract for Letort and Eshleman Elementary Schools at \$48,496.22

*Explanation: Service agreement with Honeywell for the building automation services, automatic temperature controls and access control/security effective July 1, 2016 through June 30, 2017, including the Continuous Emergency Service option.*

- F. Conrad Siegel Actuaries Contract

*Explanation: The actuarial services required under GASB 45. The contract, with the amount not to exceed \$8,300, is based upon group size and complexity as negotiated by the Pennsylvania Trust.*

- G. Special Education Agreement with family

**Item 3.      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 2016-2017 school year (pages 4-5)

- B. Resignation of the individuals listed per the effective date:
  - Jonathan Beltz - Custodian, High School, effective 8/3/16
  - Steve O’Neill - Strength and Conditioning Coach, High School, effective 8/4/16
  - Alison Horning - Teacher, Central Manor, effective 8/22/16

- C. 2016-17 Athletic Workers as listed (see page 6)

D. Leave to the individuals according to the terms listed:

Professional Employee:

*Employee E60* – Family Medical - August 15, 2016 – November 4, 2016

Child Rearing - November 7, 2016 – January 13, 2017

*Employee E61* – Family Medical - May 13, 2016 – May 20, 2016 & May 23, 2016

Classified Employees:

*Employee E62* – Family Medical - May 23, 2016 – June 7, 2016

E. Mentors for the 2016-2017 school year as listed (see page 7).

*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.*

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PENN MANOR SCHOOL DISTRICT

August 1, 2016 Board Agenda

New employees for the 2016-2017 school year:

Barben, Joshua R. – secondary professional employee, full-time, long-term substitute, first and second semesters, B.S. Degree, no experience, Step 1, \$43,087, pending receipt of required documents. Assignment: Social Studies Teacher/Penn Manor High School

*Mr. Barben graduated from Lebanon Valley College in May 2014 with a BS in Citizenship 7-12. Previously, Joshua was employed in the Harford County Public Schools in Maryland teaching technology education. He was a member of the 2015-2016 School Improvement Team. Joshua is an avid sports fan and was the head coach for the JV baseball team and the varsity football assistant coach at Edgewood High School in Maryland.*

Borgoyn, Melissa D. – elementary professional employee, full-time, permanent position, B.S. Degree, 1 year experience, Step 2, \$43,189, pending receipt of required documents. Assignment: Grade 5 Teacher/Hambright Elementary School

*Mrs. Borgoyn graduated from Pennsylvania State University in 2011 with a BS in elementary education and is working towards her Masters' Degree in school counseling from Liberty University. Melissa is a veteran of the U.S. Navy. She previously taught in the Baltimore City Public Schools as well as Central York School District. Melissa worked at the U.S. Department of Education as a Program Specialist. She and her husband, Brian, reside in East Lampeter Township with their two daughters, Anna-age 2 and Lucy-age 4 months. Melissa and her family are avid Pittsburgh sports fans and enjoy following all of the black and gold teams!*

Kelley, Jr., Kevin P. – elementary professional employee, full-time, permanent position, B.S. Degree, no experience, Step 1, \$43,087, pending receipt of required documents. Assignment: Technology Education/Eshleman/Martic Elementary Schools/Semester 1; Conestoga/Letort Elementary Schools/Semester 2

*Mr. Kelley graduated from Millersville University in May 2015 with a BS in technology education PK-12. Kevin completed his student teaching assignment at Cedar Crest High School. He is an avid sports fan. Kevin played baseball at the division II level for Millersville University and was the team's co-captain in his senior year. He mentors young basketball players at his church. When not playing baseball and basketball, Kevin enjoys spending time with his family and friends.*

Heinicke, Aliza R. – elementary professional employee, full-time, long-term substitute, first semester, B.S. Degree, no experience, Step 1, \$43,087 [\$20,976.23 prorated 88 days plus 4.5 in-service days], pending receipt of required documents. Assignment: Grade 5 Teacher/Eshleman Elementary School

*Miss Heinicke graduated from Messiah College in May 2016 with a BS in middle-level education, grades 4-8 with a concentration in science and social studies. Aliza completed her student teaching assignment at Good Hope Middle School in Mechanicsburg. She comes from Bucks County and spends her summers working at a marina in Chincoteague Island, VA. Aliza enjoys the outdoors, boating, reading, and playing sports. She also enjoys traveling and has recently been to Germany, Cyprus and Mexico.*

Support Staff Personnel Action Items

Board Action	Last Name	First Name	Position	Building	Hours per		Days per		Rate	Status	Total Overall	
					Day	Year	Day	Year			Daily Hours	Notes
8/1/2016	BRANDT	KAMDEN	CUSTODIAN	MARTICVILLE MIDDLE	8.00	261	8.00	261	\$13.01	PERMANENT	8.00	Effective 8/1/16
8/1/2016	* AXE	DUSTIN	HEAD CUSTODIAN	MARTICVILLE MIDDLE	8.00	261	8.00	261	\$19.61	PERMANENT	8.00	Effective 8/15/16
8/1/2016	* SELLERS	DAVID	HEAD CUSTODIAN	CENTRAL MANOR	8.00	261	8.00	261	\$14.50	PERMANENT	8.00	Effective 8/15/16
8/1/2016	* MASON	PAUL	HEAD CUSTODIAN	ESHELMAN	8.00	261	8.00	261	\$14.50	PERMANENT	8.00	Effective 8/15/16
8/1/2016	* CAMPBELL	ROBERT	FLOATING HEAD CUSTODIAN	MAINTENANCE BUILDING	8.00	261	8.00	261	\$17.20	PERMANENT	8.00	Effective 8/15/16
8/1/2016	* MEEKINS	MICHAEL	DELIVERY TRUCK DRIVER	MAINTENANCE BUILDING	8.00	261	8.00	261	\$12.80	PERMANENT	8.00	Effective 8/8/16
8/1/2016	MOSS	NATHANAEAL	TECHNOLOGY SUPPORT SPECIALIST	CENTRAL MANOR	8.00	261	8.00	261	\$43,600.00	PERMANENT	8.00	Effective 7/18/16
8/1/2016	CRESPO-MARTINEZ	GIVESHKA	TEMPORARY REGISTRATION AIDE	HAMBRIGHT	AS NEEDED	AS NEEDED	AS NEEDED	AS NEEDED	\$10.00	TEMPORARY	AS NEEDED	Approx. July 27, 2016-September 16, 2016

NOTE: All new hires must pass the pre-employment drug test. New Hires & Transfer must successfully complete a 60 working day probationary period.

Athletic Workers  
2016-2017

**Name**

Alston, Diana  
Bachman, Cindy  
Barnett, Mary  
Binkley, Jason  
Bosso, Valerie  
Broderick, Jennifer  
Chismar, Paul  
Deibert, Christine  
Dell'Estate, Frank  
Dutchess, Erick  
Ennis, Jennifer  
Eshleman, Jeff  
Fowler, Mike  
Galgon, Angela  
Gerner, Lindsay  
Goodhart, Deb  
Herman, Joe  
Hess, Dave  
Hottenstein, Jason  
Jackson, Connie  
Jackson, Wardell  
Kelly, Elizabeth  
Kincade, Linda  
Kmiecik, Dave  
Kramer, Billie Jo  
Kramer, Doug  
Kroesen, Dean  
Kroesen, Jen  
Mader, Beth  
McGlynn, Jim  
McLaughlin, Erika

**Name**

Metzler Roth, Deb  
Muehlbach, Elizabeth  
Ohl, Dave  
O'Neill, Steve  
Osmolinski, Brian  
Paquette, Heather  
Polaski, Erik  
Ricci, Kristine  
Rhoades, Cindy  
Rogers, Danielle  
Rottier, Shane  
Sangrey, Remington  
Sheaffer, Brett  
Slates, Meagan  
Smith, Nancy  
Snelbaker, Curt  
Snyder, Mary  
Southward, Bill  
Staub, Jarod  
Sullenberger, Stacy  
Telesco, Chris  
Trostle, Barb  
Tucker, Gary  
Tucker, Josh  
Weaver, Pat  
Webster, Ken  
Weidner, Steve  
Wright, Joyce  
Youtz, Cheryl  
Youtz, Don  
Zapata, Bill



2016-2017 NEW EMPLOYEES WITH MENTORS

New Hires' Name	Building	Assignment	Status	Mentor's Name	Stipend
Joshua R. Barben	High School	Social Studies	LTS/Semesters 1&2	Streeter S. Stuart, III	\$900.00
Melissa D. Borgoyon	Hambright	Grade 5	Full-time, Permanent	Beth A. Martin	\$900.00
Aliza R. Heinicke	Eshleman	Grade 5	LTS/Semester 1	Melinda G. Swope	\$450.00
Brian V. Plumbo	Martic	Grade 5	Full-time, Permanent	Kelly R. Eby	\$900.00
Ashley G. Stuart	Hambright	Learning Support	LTS/Semester 1	Julie A. Yost	\$450.00