

**Minutes  
Committee of the Whole  
August 1, 2016**

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for the discussion of Legal: Review with counsel of due process hearing decision and Personnel: Voting agenda item 3D-Leaves.

The Penn Manor School Board met as a Committee of the Whole at 7:01 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board Vice President, Mr. Carlton Rintz. The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Mr. J. Kenneth Long and Mrs. Johnna Friedman were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Dell Jackson, Mr. Ralph Simpson, Ms. Lynette Brenneman, Mr. Ryan Stauffer, Mr. Brian Wallace, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, August 15, 2016, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Rintz asked the committee if there were any additions or corrections to the Minutes of the July 18, 2016, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Fullerton and second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Rintz asked for any Citizen's Comments. There were none.

The upcoming board development opportunities were reviewed. Mr. Straub gave an update on the recent meeting to select honorees for the Penn Manor Athletic Wall of Honor.

Mr. Rintz asked for interested board members to serve as delegates for the upcoming October PSBA Delegate Assembly in Hershey. Approval for placement of the names on the August 15, 2016, board agenda was approved on a motion by Ms. Wert and seconded by Dr. Frerichs. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes and Ms. Wert, yes.

Mr. Johnston recommended an RFP (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. Approval for placement of this item on the August 15, 2016, board agenda was approved on a motion by Mr. Lyon and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent;

Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes and Ms. Wert, yes.

Dr. Kreider reviewed information on special education services including early intervention, IU placements, paraeducator training, and Project MAX.

Dr. Leichter and Mr. Reisinger provided an update on the implementation of the Edgenuity virtual course program.

The Committee of the Whole adjourned at 7:57 p.m.

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Mr. Carlton Rintz, Vice-President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**August 1, 2016**

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 Vice President Mr. Carlton Rintz at 7:57 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, August 15, 2016, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Mr. J. Kenneth Long and Mrs. Johnna Friedman were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Dell Jackson, Mr. Ralph Simpson, Ms. Lynette Brenneman, Mr. Ryan Stauffer, Mr. Brian Wallace, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, and Mrs. Cindy Rhoades, Board Secretary.

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

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the July 18, 2016 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Paitsel, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Johnston provided the Treasurer's report for June 2016. It was moved by Mr. Lyon, and seconded by Mr. Straub to accept the treasurer's report. The following call vote was taken on this motion: Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. He reminded the board of the need to appoint an individual to the Lancaster County CTC Joint Authority due to the recent death of Mr. Wade Groff.

**Item 1. Review of School Board Meeting Agenda** – Mr. Rintz

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

- 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

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-G:** It was moved by Mr. Lyon and seconded by Ms. Wert to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

**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 Comprehensive Plan.*

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-E:** It was moved by Dr. Frerichs and seconded by Mr. Lyon to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting was adjourned at 8:06 p.m.

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Mr. Carlton L. Rintz, Vice President

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Cindy Rhoades, Board Secretary