

**Minutes
Committee of the Whole
February 21, 2017**

The Penn Manor School Board met in an Executive Session at 6:30 p.m. for an update on Labor Negotiations, discussion of Personnel (leaves and resignation); Student 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 Secretary, Mrs. Cindy Rhoades. Due to the absence of the Board President and Vice President, it was necessary to elect a President Pro Tempore. Mr. Joe Fullerton made a motion appointing Mrs. Johnna Friedman as President Pro Tempore. The motion was seconded by Ms. Donna Wert and approved by a unanimous voice vote. The following members were present: Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. David Paitsel, Mr. Christopher Straub and Ms. Donna Wert. Dr. Richard Frerichs, Mr. Ken Long, Mr. Jeff Lyon and Mr. Carlton Rintz were absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Christine Kinderwater, Ms. Melissa Borgoyne, Dr. Jen Sugra, Mrs. Nicki Nafziger, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mrs. Friedman announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, March 6, 2017, at 7:00 p.m. in the Board Room of the Manor Middle School.

The flag salute was led by 5th grade student, Wyatt Hopstetter from Conestoga Elementary School. Wyatt placed 1st place in the Writer's Choice category of the Newspaper in Education writing contest. He read his winning entry. He was accompanied by his family, Conestoga Elementary Principal, Mrs. Tamara Baker, and his teacher, Ms. Meridith Eckroat.

Mrs. Friedman asked the committee if there were any additions or corrections to the Minutes of the February 6, 2017, 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.

Victoria Martin, Cade Braas, and Cole Heckaman gave the student report

Mrs. Friedman asked for any Citizen's Comments. There were none.

The upcoming board development opportunities were reviewed. Mr. Fullerton gave an update on the recent IU13 board meeting.

Dr. Egan and Dr. Sugra reviewed the Pre-K Counts Program and its potential in the district for the 2017-2018 school year.

Dr. Leichter reviewed changes made to board policies 004, 004-BOG-7, 251, and 255 as recommended by the Pennsylvania School Boards Association (PSBA) policy service. Approval for placement of this item on the February 21, 2017, board agenda was approved on a motion by Mr. Paitsel and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, absent; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; and Ms. Wert, yes.

Dr. Leichter reviewed the proposed calendar for 2017-2018. Approval for placement of this item on the March 6, 2017, board agenda was approved on a motion by Mr. Straub and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, absent; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Reisinger and Dr. Egan reviewed plans for a potential 1:1 laptop program pilot at the elementary level.

Dr. Leichter reviewed the School Resource Officer agreement in place since 1999 with Millersville Borough and the projected costs for the 2017-2018 school year. Approval for placement of this item on the March 6, 2017, board agenda was approved on a motion by Mr. Paitsel and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, absent; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:02 p.m.

Mrs. Johnna Friedman, President Pro Tempore

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
February 21, 2017

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 Secretary, Mrs. Cindy Rhoades, at 8:03 PM. Due to the absence of the Board President and Vice President, it was necessary to elect a President Pro Tempore. Mr. Joe Fullerton made a motion appointing Mrs. Johnna Friedman as President Pro Tempore. The motion was seconded by Ms. Donna Wert and approved by a unanimous voice vote.

Mrs. Friedman announced that the next scheduled meeting will be held on Monday, March 6, 2017, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. David Paitsel, Mr. Christopher Straub and Ms. Donna Wert. Dr. Richard Frerichs, Mr. Ken Long, Mr. Jeff Lyon and Mr. Carlton Rintz were absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Christine Kinderwater, Ms. Melissa Borgoyne, Mrs. Nicki Nafziger, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mrs. Friedman asked if there were any Citizen's Comments. There were none.

Mrs. Friedman asked the board whether there were any additions or corrections to the Minutes of the February 6, 2017 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Ms. Wert and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report.

Mr. Johnston presented for payment the January 2017 bills. It was moved by Mr. Straub and seconded by Ms. Wert to approve to authorize payment of bills:

General Fund	\$	3,929,227.22
Food Service Fund	\$	89,749.62
Capital Reserve Fund	\$	130,225.79
2015 Construction Fund	\$	22,026.20
2016 Construction Fund	\$	754,085.04
Student Activity Fund	\$	27,119.87

The following call vote was taken on this motion: Richard Frerichs, absent; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, absent; David Paitsel, yes; Carlton Rintz, absent; Christopher Straub, yes; and Donna Wert, yes.

Item 1. Review of School Board Meeting Agenda – Mrs. Friedman

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

- A. Parameter’s Resolution for Prospective High School Renovation Project
- B. First Reading of Revised School Board Policies

Explanation: First reading of changes made to board policies 004, 004-BOG-7, 251, and 255 as recommended by the Pennsylvania School Boards Association (PSBA) policy service.

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

It was moved by Mr. Fullerton and seconded by Ms. Wert to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, absent; David Paitsel, yes; Carlton Rintz, absent; 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. Tax Exoneration (see page 5)
- B. Comcast Business Service Agreement (see pages 6-9)

Explanation: Comcast will provide 150MB Internet service at \$144.90/mo for 24 months. The service will be used a backup link in the event of an Internet outage.

- C. Disposal of Technology Equipment (see pages 10-12)

Explanation: The Technology Department is recommending disposal of the nonfunctioning and obsolete technology items and materials on the attached list. Sycamore International will remove and recycle technology items at no charge to the district.

- D. Conestoga Elementary Project Change Orders - (see pages 13-14)

Change Order 1 - Add \$4,271.00 The Farfield Company (HVAC)

*Explanation: Credit for foreign steel geo-well casing material in 5 wells - (\$900.00)
Remove rock at geo-well vault per Contract unit price - \$5,171.00*

Change Order 2 – Add \$34,678.27 Perrotto Builder’s Ltd. (General Contractor)

*Explanation: Plaster ceiling demo per RFI GC-32 - \$3,034.76
Plaster ceiling demo per RFI GC-04 - \$3,034.76
Hollow metal frame demo per RFI GC-06 - \$1,270.24
Door set up change per RFI GC-15 - \$162.34
CMU infill per RFI GC-53 - \$559.06
Chase for storm drain per ASI 12 - \$380.21*

Additional steel bearing per RFI GC-72 - \$5,116.27
Additional steel bearing per RFI GC-59 - \$474.85
Additional HSS steel per RFI GC-53 - \$492.39
Demo library shelves - \$3,661.14
Curb/sidewalk changes per ASI 5 - \$3,825.12
MU wall demo/replacement at Column Line A3 - \$5,617.04
Door hardware changes (credit) – (\$853.50)
Shoring and beam splice per ASI 9 - \$4,406.62
Framing and gyp at old chimney wall per RFI GC-51 - \$2,984.59
CMU to deck per RFI GC-51 - \$401.63
Locker height changes during review - \$110.75

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-D: It was moved by Mr. Straub and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, absent; David Paitsel, yes; Carlton Rintz, absent; 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 2016-2017 school year (see pages 15-16)
- B. Leave to the individuals according to the terms listed:
- Professional Employees:
Employee F37 – Family Medical - February 15, 2017 – (May 15, 2017- August 14, 2017) {estimated date of return}
- Classified Employees:
Employee F38 – Family Medical - February 22, 2017 – March 22, 2017
- C. Spring 2017 Athletic Coaches as listed (see page 17)
- D. Parent Literacy Workshops – The administrative staff is recommending the approval of the following individuals to be paid at the professional rate for up to 4 hours to conduct Parent Literacy Workshops during the 2016-2017 school year.

Clarinda Dourdis	Shannon Madara
Pam Noll	Connie Kinser
Casie Saxton	Karen Devenburgh
Patti Shover	Shelly Kyle
Jenna DeLong	Emily Wise
Johanna Treier	Laura Stephan
Megan Quinn	Betty Nissley
Patrice O'Brien	Amy Flores
Nancy Jo Johnson	Kathy Houck

Trasee Bleacher
 Kelly Sproul
 Wendy Lutz-Terry

Tara Wilson
 Jeff Heiney

Explanation: Elementary schools present a series of evening parent literacy workshops through the school year, working with mostly preschool aged and primary children and their parents on readiness for school, a comfort level with the school, and basic literacy skills that they can practice at home.

- E. Resignation of the individuals listed per the effective date:
 Giveshka Crespo-Martinez, Enrollment Related Aide at Hambright, effective 2/14/17
 Julie Hoin, Kindergarten Teacher at Letort, effective 2/24/2017
- F. Twilight School Instructor for the 2016-2017 school year at a rate of \$32.00 per hour
 Kyle Bulicz
- G. Mentor change for 2016-2017 school year:
 Mary Mehalick for Katelyn Trostle – Martic 3rd Grade - \$450.00

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-G: It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, absent; David Paitsel, yes; Carlton Rintz, absent; Christopher Straub, yes; and Donna Wert, yes.

The meeting was adjourned at 8:14 p.m.

Mrs. Johnna Friedman, President Pro Tempore

Cindy Rhoades, Board Secretary