

**Minutes
Committee of the Whole
January 17, 2017**

The Penn Manor School Board met at 5:30 p.m. for a public workshop – Tax Rebate Program.

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for an update on Labor Negotiations, discussion of Personnel (leaves, resignations, superintendent's evaluation); Student Matter (judicial review).

The Penn Manor School Board met as a Committee of the Whole at 7:07 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: Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Dr. Richard Frerichs was 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: Mr. Chip Mathias, Mrs. Lynette Brennehan, Hambright Elementary teachers – Ms. Melissa Borgoyne, Ms. Heather Wigerman, and Ms. Katie Lutz, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, 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, February 6, 2017, at 7:00 p.m. in the Board Room of the Manor Middle School. A 5:00 p.m. Market Street Sports Workshop will be held prior to the meeting in the same location and is open to the public.

Mr. Long asked the committee if there were any additions or corrections to the Minutes of the January 3, 2017, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon and second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Penn Manor High School students, Victoria Martin and Jeff Taylor, provided the student report highlighting upcoming high school events.

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

The upcoming board development opportunities were reviewed

Dr. Leichliter thanked board members for their hard work and dedication to the district by serving as a Penn Manor School Board Director. For School Director Recognition Month, Board members were given a book that was chosen in their honor. The books will be placed in the middle school libraries. Each board member also received an item of Penn Manor apparel.

Dr. Shaffer and Dr. Kreider updated the board on the District Comprehensive Plan. Penn Manor is a phase three district. Act 118 of 2016 amended the Public School Code to provide each school entity with one additional year to submit to the Secretary the Comprehensive Plan as required under 24 P.S. § 12 1205.1(a). The new due date for Penn Manor is November 30, 2018.

Dr. Leichter requested a revision to the 2016-2017 calendar. The early dismissal scheduled for May 19, 2017 will be moved to May 12, 2017 to coincide with the date of the Prom. Approval for placement of this item on the January 17, 2017, board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Lyon. The following vote was taken on this motion: Dr. Frerichs, absent; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston presented the 2017-2018 preliminary budget for adoption by the board. Approval for placement of this item on the January 17, 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, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston review the proposed Capital Projects plan for the 2017-2018 school year. Approval for placement of this item on the February 6, 2017, board agenda was approved on a motion by Mr. Fullerton and seconded by Mrs. Friedman. The following vote was taken on this motion: Dr. Frerichs, absent; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; and Ms. Wert, yes.

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

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 17, 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 President Mr. J. Kenneth Long at 8:03 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, February 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. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Dr. Richard Frerichs was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Chip Mathias, Mrs. Lynette Brenneman, Hambright Elementary teachers – Ms. Melissa Borgoyne, Ms. Heather Wigerman, and Ms. Katie Lutz, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, 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 January 3, 2017 meeting. Hearing none, on a motion by Mrs. Friedman, a second by Ms. Wert and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He reported that eleven of our ag students received their Keystone degree at the Farm Show. Dr. Leichliter also reported that at the Athletic Wall of Honor held on January 6, 2017, Jill Witmer's jersey was officially retired. He also showed photos from Signature Senior Living's open house on the site of the old Hambright Elementary.

Mr. Johnston presented for payment the December 2016 bills. It was moved by Mr. Straub and seconded by Mr. Paitsel to approve to authorize payment of bills:

General Fund	\$	10,068,050.90
Food Service Fund	\$	151,918.57
Capital Reserve Fund	\$	478,559.22
2015 Construction Fund	\$	45,992.43
2016 Construction Fund	\$	943,619.85
Student Activity Fund	\$	39,099.09

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

Item 1. Review of School Board Meeting Agenda – Mr. Long**Item 2. Consent Agenda for the Committee of the Whole Meeting** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Approval of LCCTC 2017-2018 Proposed Budget Resolution
- B. Approval of 2017-2018 Proposed Preliminary Budget

Explanation: This resolution is to approve the proposed preliminary 2017-2018 budget and will allow the district to seek approval from the Pennsylvania Department of Education for the possible use of Act 1 referendum exceptions. A preliminary budget will be presented in May, 2017 and the final budget will be presented in June 2017.

- C. Approval of Revised 2016-2017 Calendar

Explanation: The early dismissal scheduled for May 19, 2017 will be moved to May 12, 2017 to coincide with the date of the Prom.

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

It was moved by Ms. Wert and seconded by Mr. Lyon 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, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, 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. Judicial Review Committee Action as cited. (enclosure)
- B. Tax Exonerations (see page 4)
- C. HS Mixing Valve Replacement Proposal with Williams Service Company (pages 5-6)

Explanation: To replace a faulty and leaking mixing valve at the high school.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-C:

It was moved by Mr. Paitsel 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, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, 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 2016-2017 school year (see pages 7-8)

- B. Leave to the individuals according to the terms listed:

Professional Employees

Employee F34 – Family Medical - on or before April 15, 2017– end of 2016
2017 school year

Employee F35 – Family Medical - on or before February 25, 2017 through
May 7, 2017

- C. Resignation of the individuals listed per the effective date:

Beth Michener - Letort Health Room Assistant - Effective 1/30/17

Melissa Greiner - Central Manor Enrollment Related Aide - Effective 1/6/17

Vonda Smoker - High School Food Service - Effective 2/22/17

Sharon King - Pequea Food Service - Effective 1/17/17

- D. Mentors for the 2016-2017 spring semester (see page 9)

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D: It was moved by Mrs. Friedman and seconded by Mr. Straub 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, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

Item 5. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Stipend - Mr. Lee Jordan, professional employee, a payment of an administrative stipend of \$50.00 per diem for serving as substitute Middle School Dean of Students, on an intermittent basis, for the remainder of the 2016-2017 school year.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 5A: 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, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting was adjourned at 8:18 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary