

**Minutes
Committee of the Whole
January 19, 2016**

The Penn Manor School Board met in an Executive Session at 5:30 p.m. for the discussion of personnel and student matter.

The Penn Manor School Board met as a Committee of the Whole at 7:06 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: Dr. Richard Frerichs, Mrs. Johnna Freidman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz Mr. Christopher Straub and Ms. Donna Wert. Mr. Jeffrey Lyon was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Judy Duke, Mrs. Kristen Bock, Ms. Peg Murr, Shawn Stone – Penn Manor HS student, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, 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 1, 2016, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Long asked the committee if there were any additions or corrections to the Minutes of the January 4, 2016, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman and second by Dr. Frerichs, and a unanimous voice vote, the Minutes were approved as printed.

Penn Manor HS student, Shawn Stone, gave the student report to the board.

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

The upcoming board development opportunities were reviewed. Mr. Fullerton updated the board on the IU13 JOC meeting. Mr. Straub updated the board on the recent CTC JOC meeting. The board transportation liaisons reviewed the request by a Fox Hollow Road resident to change the bus stop. They reported that the bus is unable to go over the bridge on that road and that the only possible turnaround is on private property. Their recommendation is to leave the bus stop where it is currently located.

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 as well as a certificate. The books will be placed in the high school library.

Dr. Leichliter and Dr. Egan reviewed the finalized arrangements for Conestoga Elementary School class placements in other school buildings during the 2016-2017 renovation project. Kindergarten, first grade and second grade will be housed at Pequea Elementary; third and fourth grades will be housed at Martic Elementary; fifth and sixth grades will be housed at Marticville Middle School.

Mr. Straub provided an overview of the CTC proposed 2016-2017 general fund budget. Approval for placement of this item on the January 19, 2016 board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

Mr. Johnston presented the 2016-2017 preliminary budget for adoption by the board. Approval for placement of this item on the January 19, 2016 board agenda was approved on a motion by Mrs. Friedman and seconded by Dr. Frerichs. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

Mr. Johnston reviewed the proposed Capital Projects budget for 2016-2017. Approval for placement of this item on the February 1, 2016 board agenda was approved on a motion by Ms. Wert and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

Dr. Leichliter reviewed the revised job description for the Human Resources Director. Approval for placement of this item on the January 19, 2016 board agenda was approved on a motion by Mr. Paitsel and seconded by Mrs. Friedman. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:05 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 19, 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 President Mr. J. Kenneth Long at 8:05 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, February 1, 2016, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Mr. Jeffrey Lyon was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Kristen Bock, Ms. Peg Murr, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, 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 4, 2016 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mrs. Friedman, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report.

Mr. Johnston provided the Treasurer's report for December 2015. He presented for payment the December 2015 bills. It was moved by Mr. Straub, and seconded by Mrs. Friedman to approve to authorize payment of bills:

General Fund	\$	4,562,761.96
Cafeteria Fund	\$	132,063.41
Capital Reserve Fund	\$	11,943.39
2015 Construction Fund	\$	1,676,466.66
Student Activity Fund	\$	52,972.60

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

Item 1. Review of School Board Meeting Agenda – Mr. Long

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

A. Approval of LCCTC 2016-2017 Proposed Budget Resolution

B. Approval of 2016-2017 Proposed Preliminary Budget

Explanation: This resolution is to approve the proposed preliminary 2016-2017 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, 2016 and the final budget will be presented in June 2016.

C. Approval of Revised Human Resources Director Job Description

D. Contract Approval - Elaine Torres, Spanish speaking psychologist, for 30 hours at \$75.00 per hour to conduct two special education evaluations

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-D: 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, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, absent; 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. Affiliation Agreement for Student Teacher Placement with Elizabethtown College.

Explanation: Student teachers will be placed at Penn Manor from the Elizabethtown College.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-B: It was moved by Dr. Frerichs and seconded by Mrs. Friedman to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, absent; 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 2015-2016 school year (see pages 4-5).

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

Classified Employees

Employee E23- Designated Family Medical – Nov. 16, 2015 – January 3, 2016

Employee E24- Designated Family Medical – Nov. 24, 2015 – Dec. 17, 2015

- C. Resignation of the individuals listed per the effective date:
Alexandra Coulton, Health Room Assistant-LPN, High School, effective 1/7/16
Cherie Oswald, ERA, Central Manor, effective 12/23/15
- D. Mentor for the 2015-2016 spring semester as listed:
Dawn Janssen for Jenna Fisher – Elementary Health & P.E. \$450.00

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

The meeting was adjourned at 8:15 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary