

**Minutes
Committee of the Whole
November 16, 2015**

The Penn Manor School Board met in a public budget workshop beginning at 5:00.

The Penn Manor School Board met in an Executive Session at 5:45 p.m. for the discussion of a legal matter, student matters and personnel.

The Penn Manor School Board met as a Committee of the Whole at 7:08 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, Mrs. Johnna Freidman, Mr. Joseph Fullerton, Mr. Carlton Rintz, Mr. David Paitzel, Mr. Kirk Schlotzhauer, Mr. Christopher Straub and Ms. Donna Wert. Mr. J. Kenneth Long was absent Present from the administrative staff were Dr. Michael Leichliter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Christopher Johnston, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Melissa McMichael, Ms. Sallie Bookman, Mrs. Maureen Klingaman, Mrs. MaryAnn Saylor, Mrs. Melissa Ostrowski, Ms. Donna Brady, Mrs. Judy Duke, Mr. John Bonawitz from Brown Shultz Sheridan and Fritz, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, 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, December 7, 2015, at 7:00 p.m. in the Board Room of the Manor Middle School. The Board Reorganization Meeting will be held first followed by the Committee of the Whole Meeting and the School Board Meeting.

Mr. Rintz asked the committee if there were any additions or corrections to the Minutes of the November 2, 2015, 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 if there were any Citizen's Comments. Ms. Donna Brady, a long time high school teacher, addressed the board with feedback from the high school faculty on the proposed high school renovation project.

Mr. Rintz reviewed the upcoming Board development opportunities. Mr. Straub gave an update on the CTC budget.

The board recognized outgoing school board director, Kirk Schlotzhauer. Mr. Schlotzhauer is completing eight years of service on the Penn Manor Board of School Districts and did not seek re-election.

Mr. John Bonawitz of Brown Shultz Sheridan and Fritz presented an overview of the district's annual financial statements for the year ended June 30, 2015. He reported that the district received a clean opinion on the audit. Mr. Johnston thanked Mrs. Duke and the business office for their efforts. The district audit report will be posted on the Penn Manor website. Approval for placement of this item on the November 16 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, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes and Ms. Wert, yes.

Mr. Johnston discussed the planned RFP cycle for requesting proposals for contracted services.

Mr. Rintz and Dr. Leichliter provided a summary of procedures for the upcoming board reorganization meeting.

The Committee of the Whole adjourned at 8:06 p.m.

Mr. Carlton L. Rintz, Vice President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
November 16, 2015

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 Carlton Rintz at 8:07 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, December 7, 2015, following the Board Reorganization Meeting and Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. Mr. J. Kenneth Long was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Christopher Johnston, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Melissa McMichael, Ms. Sallie Bookman, Mrs. Maureen Klingaman, Mrs. MaryAnn Saylor, Mrs. Melissa Ostrowski, Ms. Donna Brady, Mrs. Judy Duke, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, 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 November 2, 2015 meeting. Hearing none, on a motion by Mr. Schlotzhauer, a second by Mr. Fullerton, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He gave a brief update on the sale of 2121 Temple Avenue.

Mr. Johnston provided the Treasurer's report for October 2015. He presented for payment the October 2015 bills. It was moved by Mr. Paitsel, and seconded by Dr. Frerichs to approve to authorize payment of bills:

General Fund	\$	3,486,723.93
Food Service Fund	\$	139,771.73
Capital Reserve Fund	\$	37,695.63
2015 Construction Fund	\$	577,046.68
Student Activity Fund	\$	15,467.16

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

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

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

- A. Acceptance of Local Auditor's 2014-2015 Report as presented.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A: It was moved by Mr. Straub 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, absent; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, 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 Actions as cited (enclosure).
- B. Election of Solicitor and Bond Counsel – Kegel Kelin Almy & Lord LLP – The law firm of Kegel Kelin Almy & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2016.
- C. Election of Special Counsel for Special Education – McNees Wallace & Nurick LLC – The law firm of McNees Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2016. Services will be limited to special education matters.
- D. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2016. Services will be limited to labor matters.
- E. Election of Special Counsel for Open Campus PA – The law firm of Barley Snyder LLP be appointed as special counsel for the school district for the calendar year 2016. Services will be limited to Open Campus PA matters.
- F. Transportation Contracts for the 2015-2016 school year:
 Eschbach Bus Service (181 Days) \$2,280,066.28
 Eschbach Fuel Surcharge \$63,806.65
 Shultz Transportation (181 Days) \$598,169.64
 Shultz Fuel Surcharge \$17,030.95

Explanation: The current transportation contracts run from 2015 through 2020. The contract figures for the first year has been calculated based upon updated routing and student information.

- G. Mental Health Parity and Addiction Equity Act Opt-Out Resolution (see page 5).

Explanation: This is an annual opt-out resolution due to the district status as a self-insured provider of services.

- H. 2015-2016 Federal Programs Consolidated Application – Project FA-999-15-0324 in the amount of \$702,346.

- I. Conestoga Elementary Renovation Project PlanCon D (see attached)

Explanation: PlanCon D, Project Accounting Based on Estimates for approval. Act 34 hearing was held on 10/5/2015 and no public comments were received following the hearing.

- J. Conestoga Elementary Renovation Project PlanCon E (see attached)

Explanation: PlanCon E, Design Development for approval.

- K. Agreement with Children Deserve a Chance Foundation for ATTOLLO Program at Penn Manor High School

MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-K:

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, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, absent; David Paitzel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, 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 page 6)
- B. Leave to the individual according to the terms listed:

Professional Employees

Employee E10 - Intermittent Family Medical – Nov. 5, 2015 – Nov. 4, 2016

Employee E11- Designated Family Medical – Sept. 28, 2015 – Nov. 15, 2015

Employee E12 - Child Rearing – Jan. 19, 2016 – end of Semester 2, 2015-2016

Employee E13 - Family Medical – Jan. 4, 2016 – Feb. 7, 2016

Classified Employees

Employee E14 – Family Medical - October 26, 2015 – January 17, 2016

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

Jenny Nguyen – Custodian, Effective 11/13/2015

Phyllis Ream - Technology Support Aide, Effective 10/26/2015

- D. Retirement of the individual listed per the effective date:
Steve Young - Wastewater Treatment/Domestic Well Water Specialist, Effective
12/31/2015
- E. Approval of Volunteer Wrestling Coach
Ted Wolf
- F. Approval of Athletic Worker
Lindsay Gerner

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F: It was moved by Mrs. Friedman and seconded by Dr. Frerichs 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, absent; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 8:16 p.m.

Mr. Carlton L. Rintz, Vice President

Cindy Rhoades, Board Secretary