

Agenda – Committee of the Whole
Penn Manor School District
Monday, October 19, 2015
Manor Middle School – Board Room

EXECUTIVE SESSION

5:30 Personnel
6:35 Student Matters

COMMITTEE OF THE WHOLE

7:00

CALL TO ORDER: Mr. Long

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, November 2, 2015 at 7:00 p.m. in the Board Room of the Manor Middle School.

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing personnel and student matters.

ROLL CALL:

APPROVAL OF MINUTES: October 5, 2015
<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT: Cece Minnick and Shawn Stone

CITIZEN'S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

INTRODUCTION OF NEW TEACHERS

Item 1.
(7:15 – 7:35)

Transportation Update – Mrs. Finegan

Explanation: Mrs. Finegan will provide an annual update on transportation services and the opening of school.

Information Only

Item 2.
(7:35 – 7:50)

PVAAS – Dr. Leichter

Explanation: Dr. Leichter will review information on the Pennsylvania Value Added Assessment System (PVAAS).

Information Only

Item 3.
(7:50 – 8:05)

Enrollment Update – Dr. Egan and Dr. Shaffer

Explanation: The administration will update the board on October 1 enrollment counts for the 2015-2016 school year.

Information Only

Item 4.
(8:05 – 8:15)

2014-2015 Funds Transfer – Mr. Johnston

Explanation: As discussed previously, transferring the unused portion of the expenditure budget has been a traditional method of funding capital reserve projects. The administration is recommending a transfer to the Capital Reserve Fund.

Approval for Placement on the October 19 voting agenda

Item 5.
(8:15 – 8:25)

Committed Fund Balances – Mr. Johnston

Explanation: The board is presented an opportunity to commit fund balances during the budget process and during the audit process. As uncommitted funds are limited to 8% of expenditures, fund balances are examined every fall to ensure compliance. Tonight, the administrative staff is asking for approval to commit funds for future textbook purchases, debt service stabilization and PSERs retirement rate stabilization.

Approval for Placement on the October 19 voting agenda

Item 6.
(8:25 - 8:35)

Title IX Update – Mr. Johnston

Explanation: Per Act 82, school districts are required to annually submit information to PDE by October 15th of each year regarding Interscholastic Athletic Opportunities and treatment for male and female secondary school students. In addition, this information must be posted on

the district's publicly accessible website. This year the report will include information reported by booster organizations.

Information Only

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

Any individual or group wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen's Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the chair and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

Agenda – School Board Meeting
Penn Manor School District
Monday, October 19, 2015
Manor Middle School – Board Room
At Conclusion of the Committee of the Whole

CALL TO ORDER:

MOMENT OF SILENCE Mr. Long

FLAG SALUTE: Mr. Long

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, November 2, 2015 following the Committee of the Whole meeting.

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing personnel and student matters.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: October 5, 2015
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: September 2015

PAYMENT OF BILLS: September 2015
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	5,457,744.36
Food Service Fund	\$	114,784.54
Capital Reserve Fund	\$	24,773.74
2015 Construction Fund	\$	692,399.94
Student Activity Fund	\$	21,471.45

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

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

- A. Committed Fund Balance - The Resolution for Commitment of June 30, 2015 Fund Balance (to be distributed.)
- B. 2014-2015 General Fund Transfer - The committee is recommending approval for the transfer of \$ _____ to the Capital Reserve Fund.

Item 3. **Consent Agenda for Administrative Actions** – **The administrative staff is recommending approval of the following: (ROLL CALL)**

- A. Tax Exoneration as cited (see page 3).
- B. Twilight School revised schedule (see pages 4-5)

Item 4. **Consent Agenda for Personnel** – **The administrative staff is recommending approval of the following: (ROLL CALL)**

- A. Leave to the individuals according to the terms listed:
 - Professional Employees:
 - Employee E6* – Designated Family Medical - August 17, 2015 – October 8, 2015
 - Classified Employees:
 - Employee E7* – Designated Family Medical - August 26, 2015 – October 13, 2015

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA-

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PENN MANOR SCHOOL DISTRICT
 REAL ESTATE TAX EXONERATION
 2015 REAL ESTATE TAX EXONERATION
 2014 INTERIM REAL ESTATE TAX EXONERATION

<u>BILL NO.</u>	<u>NAME</u>	<u>TAX PARCEL</u>	<u>REASON</u>	<u>ASSESSMENT CHANGE</u>	<u>TAX DOLLARS LOST</u>
CONESTOGA TOWNSHIP					
12015-3-1253	Roark, Hoyt E & Janet D	1202670700000	Disabled Veteran	\$ 162,000.00	\$ 2,917.62
MANOR TOWNSHIP					
41015-3-5424	Penn Manor School District	4100199900000	District Property	\$ 167,000.00	\$ 3,007.67
41015-3-5425	Penn Manor School District	4106022900000	District Property	\$ 157,200.00	\$ 2,831.17
41014-4-8409	Stoltzfus, Jay	4103270200000	Error Correction	\$ 9,600.00	\$ 70.44
41015-3-6841	Stoltzfus, Jay	4103270200000	Error Correction	\$ 9,600.00	\$ 172.90
41015-3-5220	Nissley, Michael & Nancy	4101041730001	Mobile Home Removed	\$ 6,000.00	\$ 108.06
41015-3-3801	Kreider, Allen & Marianne	4102913100000	Outbuilding Removed	\$ 7,100.00	\$ 127.87
MARTIC TOWNSHIP					
43015-3-1862	Smucker, Jonathan K & Savilla E	4306179300000	Outbuilding Removed	\$ 3,500.00	\$ 63.04
43015-3-451	Esh, John B & Hannah Ruth	4302642800000	Outbuilding Removed	\$ 10,300.00	\$ 185.50
43015-3-1361	Eshleman, Ryan R & Danielle M	4306067500000	Building Removed	\$ 84,300.00	\$ 1,518.24
43014-4-2700	Brown, Dwayne A	4300720900000	Appeal Decision	\$ 36,300.00	\$ 159.81
43015-3-194	Brown, Dwayne A	4300720900000	Appeal Decision	\$ 36,300.00	\$ 653.76

Twilight Schedule Proposal

In order to provide additional academic, behavioral, and social support for our Twilight students, the following schedule changes are being proposed:

Monday – Thursday Schedule

10:30 -10:50	Academic Strategies (Transition and Goal Setting)
10:50 -11:50	Online Academic Class 1
11:50 -12:00	Break
12:00 -1:00	Online Academic Class 2
1:00 – 1:30	Lunch
1:30 – 2:15	Enrichment - Academic Instruction, CBI and/or Indiv. Counseling
2:15 -3:00	Group Counseling
3:00 - 3:05	Break & Transition
3:05 – 4:05	Subject Direct Instruction
4:05 – 4:10	Break & Transition
4:10 – 5:10	Subject Direct Instruction
5:10 – 5:15	Wrap -up and Dismissal

Friday Schedule

10:30-10:50	Lunch
10:50-11:10	Academic Strategies (Transition and Goal Setting)
11:10-12:00	Enrichment
12:00-1:45	CBI & Elective Instruction
1:45-2:00	Reflections/Dismissal

Benefits:

- Increases the academic focus of the Twilight Program. Students will study math and English daily.
- Able to implement a blended learning approach through the use of the school district’s one-to-one initiative. This type of learning is currently being utilized by the majority of the Twilight instructors.
- Structured counseling and enrichment time will address emotional, social, academic and behavioral needs of students.
- Services within the school day will now be available to students: nurse, guidance, SAP, administration, school-based counseling, etc.
- Increases flexibility to meet the individual academic needs of specific students. For example, it may be possible to place a student in a block 3 class.
- Students will have the opportunity to eat both breakfast and lunch at school. The majority of Twilight students are on free and reduced lunch.
- Greater availability of guest speakers, mentors and agencies because program hours are closer aligned to a normal business schedule.
- Credit recovery for transfer students will be possible under a “Penn Manor Academy” model.

Online Academic Classes:

English:

English teachers will differentiate instruction based off of students' abilities. They will utilize three computer-based programs.

Achieve 3000 focuses on nonfiction reading skills. Students take level set tests at the beginning of the program, and they read articles on their individual reading levels. The individual reading levels increase as each student experiences more success with the assessments provided by the program.

USA Test Prep focuses on both fiction and nonfiction reading skills. Students interact with tutorials and practice activities related to specific skills.

Study Island also focuses on both fiction and nonfiction reading skills. Students interact with lesson and practice activities related to specific skills.

Math:

During the online math instruction time, students will be utilizing School 21, which will prepare students for the Keystone Algebra 1 exam. By working on School 21, students develop skills and fluency with the type of problems that are on the Keystone Exam.

Science, Social Studies and Elective Courses:

These courses will utilize teacher generated resources and activities that will be disseminated via Moodle and Google Classroom.

Sample Course Schedule Option 1

	Monday	Tuesday	Wednesday	Thursday
Online Class 1	Math	Social Studies	Math	Elective
Online Class 2	English	Science	English	Elective
Direct Instruction 1	Social Studies & Science	English & Math	Electives	English & Math
Direct Instruction 2	Social Studies & Science	English & Math	Electives	English & Math