

Agenda – Committee of the Whole  
Penn Manor School District  
Monday, October 5, 2015  
Manor Middle School – Board Room

**ACT 34 MEETING FOR CONESTOGA ELEMENTARY – MANOR MIDDLE AUDITORIUM**  
**5:00**

**EXECUTIVE SESSION**

6:30 Personnel  
6:35 Student Matter

**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, October 19, 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 matter.

ROLL CALL:

APPROVAL OF MINUTES: September 21, 2015  
<http://www.pennmanor.net/boardminutes/>

CITIZEN'S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

**Item 1.** C.A.R.E. Furniture Donation - Honduras – Mr. Andy Appel, Mr. Johnston  
(7:15 – 7:25)

*Explanation: The district has worked collaboratively with the Central American Relief Effort since the renovation of Central Manor Elementary to repurpose unneeded classroom furniture and send it to schools in Honduras.*

**Information Only**

**Item 2.**  
(7:25 – 7:45)

Twilight School Update – Mr. Doug Eby, Mr. Jeremy Nesmith

*Explanation: Mr. Eby and Mr. Nesmith will review the district's alternative education program and discuss some proposed changes to the starting times for the program.*

**Information Only**

**Item 3.**  
(7:45-8:05)

Preview of High School Master Plan Community Presentation -  
Dr. Leichliter, Mr. Johnston

*Explanation: An overview of the new presentation intended for the community meetings will be presented to the board.*

**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 5, 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, October 19, 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 matter.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: September 21, 2015  
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

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

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

A. Repairs at the varsity and JV baseball fields by the Gordian Group as per the attached proposal (see page 3).

*Explanation: Repairs to the Varsity and JV baseball dugouts at Comet Field as well as replacing the backstop at the JV baseball fields.*

- B. Bleacher Safety Inspections by Turner Installation & Safety at the cost of \$4,000.00 (see page 4)
- Explanation: To provide a full safety inspection of bleachers at high school main gym, high school auxiliary gym, Marticville Middle School gym and Central Manor Elementary gym.*
- C. Judicial Review Committee Actions as cited (to be distributed)

**Item 3.      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 5-6).
- B. Resignation of the individual listed per the effective date:  
Allison Schucker - ERA-Academic Support - Eshleman - Effective 8/31/2015
- C. Leave to the individuals according to the terms listed:  
Professional Employees:  
    *Employee E3* - Designated Family Medical - August 17, 2015 – October 14, 2015  
    *Employee E4* – Family Medical - December 7, 2015 – January 18, 2016  
    *Employee E5* - Family Medical - November 3, 2015 – January 25, 2016  
    *Employee E5* - Child Rearing - January 26, 2016 – end of 2015-2016 school year
- D. Volunteer Football Coach  
Cody Booth

ADJOURNMENT

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Job Order Contract



Proposal Review Summary - Category

Print Date: September 10, 2015  
Job Order Number: 034573 - Penn Manor SD  
Job Order Title: PENMNR - Repair Baseball Dugouts at Penn Manor HS  
Contractor: KPN-201401JOCC - 14 - Lobar Associates Construction  
Proposal Value: \$91,176.36  
Proposal Name: PENMNR - Repair Baseball Dugouts at Penn Manor HS  
Proposal Submitted: 09/08/2015

Category - Backstop:	\$15,895.96
Category - JV Dug-out:	\$45,845.92
Category - Varsity Dug-out:	\$29,434.48
<b>Proposal Total</b>	<b>\$91,176.36</b>

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

# TURNER INSTALLATION & SAFETY

[www.turnerinstallationsafety.com](http://www.turnerinstallationsafety.com)

176 COUNTRY HILL DRIVE  
MILLERBURG, PA 17061  
PHONE: 717-443-4473  
FAX: 717-692-0170  
EMAIL: [turnvz@yahoo.com](mailto:turnvz@yahoo.com) / [turnerinstallationsafety@comcast.net](mailto:turnerinstallationsafety@comcast.net)

DATE: September 29, 2015

PROJECT: PENN MANOR SCHOOL DISTRICT

TO: Mr. Denny Coleman

DESIGN BY: TURNER INSTALLATION & SAFETY

PHONE: 717-872-9500 ext 2242  
FAX: 717-201-9938  
EMAIL: [dennv.coleman@pennmanor.net](mailto:dennv.coleman@pennmanor.net)

## PROPOSAL

1. FULL INSPECTION OF THE BLEACHER SYSTEM TO DETERMINE ANY OPERATIONAL PROBLEMS OR UNSAFE CONDITIONS
2. LUBRICATION OF ALL MOVING PARTS
3. MINOR ADJUSTMENTS, IF REQUIRED, MINOR ADJUSTMENTS WILL NOT INCLUDE ANY REPLACEMENT OF PARTS, UNLESS NOTED BY THE SERVICE TECHNICIAN.
4. REPORT LISTING THE CONDITION OF THE BLEACHER SYSTEM, MINOR WORK PERFORMED, WORK/PARTS NEEDED OR RECOMMENDED TO RESTORE THE BLEACHER TO AN ACCEPTABLE SAFETY STANDARD.
5. PHOTO ARRAY DEPICTING LABELED PHOTOS OF PROBLEM AREAS.
6. THE INSPECTION MEETS THE INSPECTION CRITERIA FOR THE ICC-300 AND THE ANNUAL INSPECTION REQUIRED BY THE IBC 2009.

SCHOOLS TO BE DONE IN THE PROPOSAL: PENN MANOR HS, AUX GYM, MARTICVILLE MS & CENTRAL MANOR ES

FOR THE SUM OF .....\$4,000.00

EXCLUSIONS: TAXES

Appreciating this opportunity to serve you, we submit this proposal to sell the material or equipment as described and priced above. Subject to all the terms and conditions stated. Terms: NET 30 DAYS. Prices are firm for 30 days.

BY: \_\_\_\_\_  
TRAVIS V. TURNER  
TURNER INSTALLATION & SAFETY  
CERTIFIED INSTALLER/TECHNICIAN

ACCEPTED BY: \_\_\_\_\_

FOR: \_\_\_\_\_

DATE: \_\_\_\_\_

P.O. # \_\_\_\_\_  
(required)

PENN MANOR SCHOOL DISTRICT

October 5, 2015 Board Agenda

Change in status [\*] for the 2015-2016 school year:

Swartz-Rankin, Jodi M. – secondary professional employee, full-time, permanent position, retroactive to the start of the 2015-2016 school year, Masters' Degree, 15.5 years experience, Step 14, \$63,705 + \$1,200 = \$64,905 [change from Masters' +15 Degree, 15.5 years experience, Step 14, \$66,875 +\$1,200 = \$68,075]. Assignment: Learning Support/Penn Manor High School

Support Staff Personnel Action Items

Board Action	Last Name	First Name	Position	Building	Hours per Day	Days per Year	Rate	Status	Total Overall Daily Hours	Notes
10/5/2015	CHU	STEPHANIE	ERA - COUNSELOR INTERN	HIGH SCHOOL	10 Hours per week	180	\$ 9.14	For the 2015-16 School Year Only	10 Hours per week	Effective 9/14/15
10/5/2015	CAMPANARO	MELISSA	LIBRARY AIDE	HIGH SCHOOL	5.00	183	\$ 11.27	Permanent	5.00	Effective 9/22/15
10/5/2015	PATTERSON	ALYSSA	SUBSTITUTE HEALTH ROOM TECH	DISTRICT	AS NEEDED	AS NEEDED	SUB RATE	Permanent	AS NEEDED	Effective 9/28/15
10/5/2015	HASH	MARYANN	FOOD SERVICE SUBSTITUTE	DISTRICT	AS NEEDED	AS NEEDED	SUB RATE	Permanent	AS NEEDED	Effective 9/17/15
10/5/2015	* BARNETT	KIM	ERA - ACADEMIC SUPPORT	MARTICVILLE MIDDLE	1.50	180	\$ 9.42	For the 2015-16 School Year Only	4.50	Effective 9/29/15
10/5/2015	HIGHTOWER	IRENE	ERA - ACADEMIC SUPPORT	ESHLEMAN	2.00	180	\$ 9.14	For the 2015-16 School Year Only	2.00	Effective 9/22/15

**NOTE: All new hires and transfers must pass the pre-employment drug test and successfully complete a 60 working day probationary period.**

\* signifies a change in status