

Agenda – Committee of the Whole
Penn Manor School District
Monday, September 19, 2016
Manor Middle School – Board Room

EXECUTIVE SESSION

5:45 Labor Negotiations Planning (Review Initial Board Proposal to PMEA)
6:35 Student Matters (3A – Judicial Review); (3B – Special Education Agreement)

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 3, 2016 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 labor negotiations planning and student matter as detailed above.

ROLL CALL:

APPROVAL OF MINUTES: September 6, 2016
<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT:

CITIZEN’S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

INTRODUCTION OF NEW TEACHERS: Dr. Shaffer and Dr. Egan

Item 1. Update on LERTA Process - Dr. Leichliter
(7:15-7:35)

Explanation: Dr. Leichliter will introduce Millersville Borough Council President Mike Kirkham and Millersville Borough Manager Ed Arnold to discuss the Local

Economic Revitalization Tax Assistance (LERTA) resolution being considered by Millersville Borough Council. Since the resolution would ultimately be considered by the Penn Manor Board of School Directors, Howard Kelin from the district's solicitor firm will be present for the discussion.

Information Only

Item 2.

(7:35 - 7:55)

September 2016 New Student Enrollment Update - Leadership Team

Explanation: The leadership team will review student enrollment and registration trends for the start of the 2016-2017 school year.

Information Only

Item 3.

(7:55 – 8:10)

Preliminary Audit Report – Mr. Johnston

Explanation: Mr. Johnston will review preliminary numbers from the 2015-2016 audit and discuss fund balance implications and proposed transfers to the capital reserve fund.

Information Only

Item 4.

(8:10 – 8:25)

Update on Construction Manager RFP – Mr. Johnston

Explanation: Mr. Johnston will give an update on the RFP process for construction management for the High School Renovation Project.

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, September 19, 2016
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 3, 2016 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 labor negotiations planning and student matters as detailed on the Committee of the Whole agenda.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: September 6, 2016
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: August 2016

PAYMENT OF BILLS: August 2016
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	3,807,887.46
Cafeteria Fund	\$	9,988.47
Capital Reserve Fund	\$	110,512.54
2015 Construction Fund	\$	447,349.97
2016 Construction Fund	\$	187,703.44
Student Activity Fund	\$	19,914.13

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. Judicial Review Committee Action as cited (enclosure)

B. Special Education Agreement with family

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 2016-2017 school year (see pages 3-4)

B. Stipend for services related to buildings and grounds operation - \$2,000 for Ed Saxton

Explanation: This stipend is for additional work and responsibilities since the retirement of the Director of Buildings and Grounds. Mr. Saxton has assumed temporary management and oversight responsibilities of the grounds department and the buildings and grounds secretary.

C. Department Coordinators & Stipends for the 2016-2017 school year as listed (see page 5)

Explanation: This is the yearly approval of coordinators and stipends which occurs the second board meeting of September

D. Change in Start Date for Carl “Chip” Mathias, Director of Buildings and Grounds, from October 3, 2016 to September 13, 2016.

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

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PENN MANOR SCHOOL DISTRICT

September 19, 2016 Board Agenda

Change in status [*] for the 2016-2017 school year:

Blechs Schmidt, Courtney L.* – secondary professional employee, full-time, long-term substitute, first semester, retroactive to the start of the 2016-2017 school year, B.S. +24 Degree, no experience, Step 1, \$43,623 [\$21,237.08 prorated 88 days plus 4.5 in-service days], pending receipt of required documents, (change from B.S. Degree, \$43,087 (\$20,976.23 prorated 88 days plus 4.5 in-service days).
Assignment: English Teacher/Penn Manor High School

Change in degree status

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
9/19/2016	WEAVER	IRVIN	CUSTODIAN-FLOATER	HIGH SCHOOL	8.00	261	\$11.44	PERMANENT	8.00	Effective 9/6/16.
9/19/2016	* FISHER	ROBERT	CUSTODIAN	MARTICVILLE MIDDLE	4.00	180	\$11.44	PERMANENT	4.00	Effective 8/24/16
9/19/2016	STEKERVETZ	JORDAN	ENROLLMENT RELATED AIDE	CENTRAL MANOR	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 9/7/16. For the 2016-2017 school year only
9/19/2016	FLORY	MARGARET	ENROLLMENT RELATED AIDE	CENTRAL MANOR	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 9/7/16. For the 2016-2017 school year only
9/19/2016	KENNEDY	LORRAINE	ENROLLMENT RELATED AIDE	MARTICVILLE MIDDLE	5.00	180	\$11.33	For the 2016-2017 school year only	5.00	Effective 9/7/16. For the 2016-2017 school year only
9/19/2016	* ORLICK	KAREN	ENROLLMENT RELATED AIDE	HAMBRIGHT	5.00	180	\$9.73	For the 2016-2017 school year only	5.00	Effective 9/12/16. For the 2016-2017 school year only
9/19/2016	* CRESPO-MARTINEZ	GIVESHKA	ENROLLMENT RELATED AIDE	HAMBRIGHT	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 9/7/16. For the 2016-2017 school year only
9/19/2016	SENSENG	DEBORAH A	HEALTH ROOM NURSE -- LPN	ESHLEMAN	6.50	181	\$15.70	PERMANENT	7.00	3 Days per week. Effective for the 2016-2017 school year only
9/19/2016	* ETZWEILER	TARA	BUS AIDE	HAMBRIGHT	0.25	180	\$12.20	For the 2016-2017 school year only	5.25	Effective 8/24/16. For the 2016-2017 school year

NOTE: All new hires must pass the pre-employment drug test. New Hires & Transfer must successfully complete a 60 working day probationary period.

Last Name	First Name	Position	Teachers in the department	2016-17 Base Rate	2016-17 Certification	2016-17 K-12 Resp.	2016-17 7-12 Resp.	2016-17 # in Dept.	2016-17 Load Comp.	2016-17 Total
FELLENBAUM	NEIL	Ag.	3	\$ 2,525	\$400 added for coordinators that have supervisory certificates	\$200 added for 12 Responsibilities coordinators that have K-12 Resp.	\$100 added for coordinators that have only secondary responsibilities	\$25 added for every teacher in the department	No Open Blocks - \$300 1 Open Block - \$150 2 Open Blocks - \$0	\$ 2,850
HIMES	JEFF	Art	9.5	\$ 2,525		\$ 200		\$ 250	\$ 150	\$ 3,125
LETAVIC	WENDY	ESL	3.59	\$ 2,525		\$ 200		\$ 100	\$ 300	\$ 3,125
ROTTMUND	MINDY	FCS	2	\$ 2,525			\$ 100	\$ 50	\$ 300	\$ 2,975
MINTZER	MELISSA	Foreign Language	6.5	\$ 2,525			\$ 100	\$ 175	\$ 150	\$ 2,950
OSTROWSKI	MELISSA	Guidance	12	\$ 2,525	\$ 400	\$ 200		\$ 300	\$ 150	\$ 3,575
REDDIG	SKIP	Music	8	\$ 2,525		\$ 200		\$ 200	\$ 300	\$ 3,225
MAXWELL	SHAWN	P/E	16	\$ 2,525		\$ 200		\$ 400	\$ 150	\$ 3,275
YARNELL	BILL	Science	22	\$ 2,525			\$ 100	\$ 550	\$ 150	\$ 3,325
KIRCHNER	JEREMY	Social Studies	19	\$ 2,525			\$ 100	\$ 475	\$ 150	\$ 3,250
EICHELBERGER	PATRICK	Special Education	20	\$ 2,525	\$ 400		\$ 100	\$ 500	\$ 150	\$ 3,675
YOST	JULIE	Special Education	14	\$ 2,525			\$ 100	\$ 350	\$ 150	\$ 3,125
CRAIG	CHRISTA	App Engineering / Business	8	\$ 2,525		\$ 200		\$ 200	\$ 150	\$ 3,075
GARVEY	KIM	LEAD SCIENCE		\$ 2,525						\$ 2,525
MOYER	JENNA	LEAD SCIENCE		\$ 2,525						\$ 2,525
URBAN	MEGAN	LEAD SOC STUDIES		\$ 2,525						\$ 2,525
TOTALS				\$ 40,400	\$ 800	\$ 1,200	\$ 700	\$ 3,625	\$ 2,400	\$ 49,125