

**Minutes  
Committee of the Whole  
September 21, 2015**

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for the discussion of personnel and student matter.

The Penn Manor School Board met as a Committee of the Whole at 7:00 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. Carlton Rintz, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Kirk Schlotzhauer, Mr. Christopher Straub and Ms. Donna Wert. 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: Mr. Dell Jackson, Mr. Travis Masten, Mr. Andrew Johnson, Dr. Philip Gale, Penn Manor students – Cece Minnick, Shawn Stone, Caleb Breidenbaugh, two Millersville University students, 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, October 5, 2015, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Long asked the committee whether there were any additions or corrections to the Minutes of the September 8, 2015, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Paitsel and second by Mr. Fullerton, and a unanimous voice vote, the Minutes were approved as printed.

Penn Manor students, Cece Minnick and 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.

Band director, Mr. Andrew Johnson, introduced Penn Manor High School senior, Caleb Breidenbaugh, to be recognized for his outstanding achievement in musical performance. Caleb was selected to perform in the 2015 National Association for Music Education's All-National Concert band which will perform at the Grand Ole Opry House in Nashville, TN on October 28, 2015. Mr. Schlotzhauer read the board resolution.

Dr. Egan introduced the following new elementary teachers to the board; Melanie Allen, Kimberly Braun, Alisha Gerhart, Connie Kinser, Katherine Lutz, Shannon Madara, Jillian Pechiro and Stevie Younker. Dr. Shaffer introduced the following new secondary teachers; Danita Baber, Jodie Swartz-Rankin and Kimberly Tercha.

Dr. Leichliter and Mr. Johnston discussed contingency planning should the state budget stalemate continue in the coming months.

Mr. Johnston reviewed preliminary numbers from the 2014-2015 audit and discussed fund balance implications and proposed transfer to the capital reserve fund.

Dr. Leichter updated the board on Millersville Borough's continuing work with a consultant regarding the development of a downtown business district with the possibility of the Borough and School District adopting a LERTA. He presented a proposed resolution to the board to be forwarded to the Borough. The resolution was amended by the board. Approval for placement of this amended item on the September 21, 2015 board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Schlotzhauer. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 8:02 p.m.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**September 21, 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 President Mr. J. Kenneth Long at 8:03 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, October 5, 2015, 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. Kirk Schlotzhauer, Mr. Christopher Straub, and Ms. Donna Wert. 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: Mr. Travis Masten, Mr. Dell Jackson, two Millersville University students, 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 September 8, 2015 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. He gave a brief update on the sale of 2121 Temple Avenue.

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

General Fund	\$ 3,242,180.71
Cafeteria Fund	\$ 38,367.20
Capital Reserve Fund	\$ 657,553.34
2012 Construction Fund	\$ 119,022.66
2015 Construction Fund	\$ 443,464.44
Student Activity Fund	\$ 2,584.11

The following call vote was taken on this motion: Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; 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. Long

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

- A. Resolution regarding the Millersville Borough Downtown Business District

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A:** It was moved by Ms. Wert and seconded by Mr. Schlotzhauer 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; 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. PlanCon Part A - Conestoga Elementary Renovation Project

*Explanation: Acknowledgement of receipt of the reviewed and approved Plancon Part A “Project Justification” for the Conestoga Elementary Renovation Project from the Pennsylvania Department of Education (PDE project number 3847)(see pages 4-16)*

- B. PlanCon Part B - Conestoga Elementary Renovation Project

*Explanation: Acknowledgement of receipt of the reviewed and approved Plancon Part B “Schematic Design” for the Conestoga Elementary Renovation Project from the Pennsylvania Department of Education (PDE project number 3847)(see pages 17-18 )*

- C. Plancon Part F - Pequea Elementary Renovation Project

*Explanation: Acknowledgement of receipt of the reviewed and approved Plancon Part F “Construction Documents” (Revised) for the Pequea Elementary Renovation Project from the Pennsylvania Department of Education (PDE project number 3810)(see pages 19-25)*

- D. Eshleman Roof Repair Proposal from All-Type Roofing for \$9,972.00. (see page 26)

*Explanation: The earlier infrared roof analysis determined several areas at the Eshleman facility that required attention.*

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-D:**

It was moved by Mr. Fullerton and seconded by Mr. Paitsel 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; David Paitsel, 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 27)

B. Leaves to the individual according to the terms listed:

Professional:

*Employee E2.* - Intermittent Family Medical - August 24, 2015 – June 30, 2016

C. Department Coordinators & Stipends for the 2015-2016 school year as listed (page 28)

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

D. Resignation of the individuals listed per the effective dates:

Jill Hamill – ERA Academic Support Aide, Marticville, effective 9/9/2015

Cathy Molitoris - ERA Academic Support Aide, Central Manor, effective 9/18/2015

E. Volunteer Approval of Jan Mindish for the 2015-2016 school year.

*Explanation: Dr. Mindish volunteers with the Twilight Program. Board approval is sought due to the occasional need for her to drive one of the student vans.*

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-E:** 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, yes; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

**Item 5. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)**

A. Approval of Memorandum of Understanding with Millersville University regarding dual enrollment courses for Penn Manor High School students.

**MOTION ON ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 5A:** It was moved by Dr. Frerichs 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; David Paitsel, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting adjourned at 8:16 p.m. on a motion by Mr. Schlotzhauer and second by Ms. Wert and a unanimous voice vote.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary