

Agenda – Committee of the Whole
Penn Manor School District
Monday, January 22, 2018
Manor Middle School – Board Room

WORKSHOP

5:30

Manor Singers

5:45

Board Workshop: Update on the Music Department

EXECUTIVE SESSION

6:30

Personnel (Item 4B - Leaves) and Student Matter (Item 3A - Judicial Review)

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, February 5, 2018 at 7:00 p.m. in the Board Room of the Manor Middle School.

FLAG SALUTE:

Students from Martic Elementary School

ANNOUNCEMENT:

An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Personnel and Student Matter as detailed above.

ROLL CALL:

APPROVAL OF MINUTES:

January 8, 2018

<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT:

Cade Braas and Allie Hege

CITIZEN'S COMMENTS:

Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

Item 1.
(7:20-7:35)

Elementary One-to-One Laptop Program - Mr. Reisinger and Dr. Egan

Explanation: A review of the current elementary one-to-one laptop program pilot and plans for full implementation in grades 5 and 6 at the start of the 2018-19 school year.

Information Only

Item 2.
(7:35-7:45)

Recognition of Mr. Jeffrey Lyon

Explanation: Mr. Lyon will be recognized for his service to the Penn Manor Board of School Directors. His resignation was accepted at the January 8, 2018 meeting.

Information Only

Item 3.
(7:45-8:00)

Update on Pre-K Counts – Dr. Sugra and Dr. Egan

Explanation: Dr. Sugra and Dr. Egan will review current status of Pre-K Counts application as well as possible locations of the classes.

Information Only

Item 4.
(8:00-8:20)

Preliminary Budget - Mr. Johnston

Explanation: Mr. Johnston will present the 2018-2019 preliminary budget for adoption by the board

Approval for placement on January 22, 2018 Voting Meeting Agenda

Item 4.
(8:20-8:35)

Capital Projects Plan - Mr. Johnston

Explanation: A review of the proposed Capital Projects plan for 2018-19.

Approval for placement on February 5, 2018 Voting Meeting Agenda

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, January 22, 2018
Manor Middle School – Board Room
At Conclusion of the Committee of the Whole

CALL TO ORDER:

MOMENT OF SILENCE

Mr. Long

NEXT MEETING:

The next scheduled meeting of the Penn Manor School Board will be held on Monday, February 5, 2018 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 as detailed on the Committee of the Whole agenda.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES:

January 8, 2018
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

RECOGNITION OF SCHOOL BOARD DIRECTORS – School Director Recognition Month

TREASURER’S REPORT:

December 2017

PAYMENT OF BILLS:

December 2017
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	9,132,678.04
Food Service Fund	\$	101,218.86
PMSD Capital Reserve Fund	\$	139,734.13
PSDLA Capital Reserve	\$	3,574.71
Student Activity Fund	\$	37,781.68

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

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

- A. Approval of LCCTC 2018-2098 Proposed Budget Resolution
- B. Approval of 2018-2019 Proposed Preliminary Budget

Explanation: This resolution is to approve the proposed preliminary 2018-2019 budget and will allow the district to seek approval from the Pennsylvania Department of Education for the possible use of Act 1 referendum exceptions. A preliminary budget will be presented in May, 2018 and the final budget will be presented in June 2018.

Item 3. **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. Practicum Articulation Agreement with Liberty University from January 2018-2020 (see pages 4-5)

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 2017-2018 school year (see pages 6-7)
- B. Leave to the individuals according to the terms listed:

 Classified Employee:
 Employee G37- Family Medical - November 20, 2017 – January 7, 2018
- C. Mentors for the 2017-2018 spring semester (see page 8)
- D. Tenure for the individuals listed as they have completed the requirement of three years of satisfactory teaching performance within the school district.

Matthew D. Rayha Jared T. Shearer

- E. Stipend for Services related to Transportation
 \$2,500 – Judy Duke

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

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LIBERTY UNIVERSITY

We're Changing Lives...One Degree at a Time.

SCHOOL OF EDUCATION

Practicum Articulation Agreement

Liberty University's School of Education offers licensure programs which are regionally accredited and approved by the Virginia Department of Education. Candidates are required to complete a variety of course-embedded practicums as part of their degree program.

This agreement made at Lynchburg, Virginia, this 22nd day of January 2018 between Liberty University, Inc. (hereinafter called LU) and Penn Manor School District (hereinafter called Public School or PS). This agreement will automatically renew unless cancelled or revised by either party at least 30 days prior to the end of the term.

Witnesseth:

1. LU and PS accept joint responsibility in educating qualified educators. It is the practicum candidate's responsibility to follow and abide by the rules and regulations of both LU and PS. If a practicum candidate fails to do so, it could result in removal from the practicum placement and/or licensure program.
2. PS shall work with LU to identify properly qualified supervisors who will serve as the practicum candidate's "on-site" supervisor under whose direct supervision the practicum candidate will complete the practicum field placement. The supervisor requirements are as follows:
 - a. Hold a teaching license in the endorsement area in which he or she is currently working
 - b. Have a minimum of three years of teaching experience
 - c. Not be related to the practicum candidate
3. The "on-site" supervisor will evaluate the performance of the practicum candidate.
4. LU shall assign one (1) representative to serve as liaison between LU and PS. That person, as a representative of LU, will be available to communicate via email with the supervisor and practicum candidate to properly facilitate communication and relationships between faculty and staff of Public School.

5. PS and the "on-site" supervisor shall notify the LU representative of any concerns or problems within 48 hours.
6. In an effort to provide the on-site supervisor with information regarding candidate assessments, an online training guide is located on Liberty University's website at <http://www.liberty.edu/index.cfm?PID=26514>.

IN WITNESS WHEREOF, we the undersigned, duly authorize representatives of the parties to this agreement. It is mutually agreed by and between the parties that the period covered by this agreement shall be from January 2018 to January 2020, inclusive, and supersedes all previous contracts between the parties.

Liberty University, Inc.

Penn Manor School District

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

PENN MANOR SCHOOL DISTRICT

January 22, 2018 Board Agenda

New employees for the 2017-2018 school year:

Oler, Rachel N. – secondary professional employee, full-time, long-term substitute, second semester, B.S. Degree, [no experience], Step 1, \$46,585 [\$23,782.46 prorated 95 days plus 2 in-service days].
Assignment: English/Reading Teacher/Marticville Middle School

Miss Oler graduated Summa Cum Laude from Millersville University in December 2017 with a BS in Middle Level English/Language Arts [Grades 4-8]. Rachel completed her student teaching at Garden Spot Middle School teaching Grade 7, Language Arts. Rachel enjoys learning about foreign cultures and studying foreign languages. She can speak conversational Spanish and Korean, and she hopes to use them someday in her travels. She has a long list of places to visit on her bucket list and she plans to start checking them off soon.

Smith, Caleb S. – secondary professional employee, full-time, long-term substitute, second semester, B.S. Degree, [no experience], Step 1, \$46,585 [\$23,782.46 prorated 95 days plus 2 in-service days].
Assignment: Art Teacher/Penn Manor High School

Mr. Smith graduated from Kutztown University in December 2015 with a BS in art education. Caleb completed his student teaching at Upper Perkiomen High School in Pennsburg, PA and Ramey Unit School in Aguadilla, Puerto Rico. Caleb has spent the past two years traveling coast to coast, employed seasonally as a level 1 certified snowboard instructor at Mammoth Mountain, CA and a section Lieutenant for the Rehoboth Beach Patrol in Delaware. Caleb currently resides in West Lampeter and enjoys life as a practicing artist, playing the drums, going to concerts, listening to hip hop, snowboarding and socializing with friends.

Support Staff Personnel Action Items

[illegible]

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

* signifies a change in status

**Board Meeting
1/20/18**

1/17/2018 12:21 PM

2017-2018 NEW EMPLOYEES WITH MENTORS

New Hires' Name	Building	Assignment	Status	Mentor's Name	Stipend
Caleb S. Smith	High School	Art	LTS/Semester 2	Martha G. Ioannidis	\$500.00
Rachel N. Oler	Marticville Middle	English/Reading	LTS/Semester 2	Erica L. Kopp	\$500.00