

Agenda – Committee of the Whole
Penn Manor School District
Monday, June 1, 2015
Manor Middle School – Board Room

EXECUTIVE SESSION

6:00

Superintendent Evaluation

6:30

Personnel

Student Matter

COMMITTEE OF THE WHOLE

7:00

CALL TO ORDER:

Mr. Long

FLAG SALUTE:

Students from Letort Elementary

NEXT MEETING:

The next scheduled meeting of the Penn Manor School Board will be held on Monday, June 15, 2015 at 7:00 p.m. in the Board Room at Manor Middle School

ROLL CALL:

APPROVAL OF MINUTES:

May 18, 2015

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

CITIZEN'S COMMENTS:

Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

Item 1.

(7:15 - 7:20)

Introduction of Kim Marsh

Explanation: Mrs. Marsh, a current school counselor at Penn Manor High School, was approved by the board as a new high school assistant principal for the 2015-2016 school year. She will be formally introduced to the board.

Item 2.
(7:20 – 7:35)

District Math Update – Ms. Grenier

Explanation: An update will be provided on district curriculum planning as it relates to Math.

Information Only

Item 3.
(7:35 – 7:45)

Review of High School Master Plan Presentation – Mr. Levato

Explanation: A review of the May 18 high school master plan workshop will be highlighted. Discussion will follow regarding filing a PLANCON A in order to notify the Department of Education that the district is working on a plan.

Approval for Placement on the June 15 School Board Meeting Agenda

Item 4.
(7:45 – 8:00)

Review of Pequea Bid Opening – Mr. Levato

Explanation: A review of details regarding the opening of bids from May 27, 2015 and recommendations.

Approval for Placement on the June 1 School Board Meeting Agenda

Item 5.
(8:00 – 8:15)

Summer 2015 Professional Development - Dr. Shaffer and Mrs. Hallock

Explanation: An overview will be provided of the end-of-year professional development as well as plans for the Monday, August 24, 2015 district opening day.

Information Only

Item 6.
(8:15 – 8:30)

Community Survey – Dr. Leichter

Explanation: Dr. Leichter will share highlights of the recent survey regarding education in Penn Manor. The district received over 3000 responses from students, parents, community members, faculty, staff and administration.

Information Only

Item 7.
(8:30 – 8:40)

Website Hosting Agreement – Mr. Reisinger

Explanation: Mr. Reisinger will present an agreement with Anchor Hosting to provide cloud-based infrastructure in support of district websites at a cost of \$2400 per year, with a one-time setup fee of \$500.

Approval for Placement on the June 1 School Board Meeting Agenda

Item 8.
(8:40 – 8:55)

2015-2016 Budget Update – Mr. Johnston

Explanation: Mr. Johnston will provide an update on recent developments for the final budget scheduled for adoption on June 15, 2015.

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, June 1, 2015
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, June 15, 2015 following the Committee of the Whole meeting in the Board Room at Manor Middle School

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing: Superintendent Evaluation, Personnel, Student Matter

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: May 18, 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 the Committee of the Whole Meeting** – The committee is recommending approval of the following: (ROLL CALL)

A. Web Hosting Agreement (see pages 4-6)

Explanation: Mr. Reisinger will present an agreement with Anchor Hosting to provide cloud-based infrastructure in support of district websites at a cost of \$2400 per year, with a one-time setup fee of \$500.

B. Pequea Elementary School Project – Notice of Intent to Award Bids – The administrative staff is recommending issuing the notice of intent to award bids to the contractors listed below for the

amounts stated for the Pequea Elementary School new construction/renovation project (PDE project number 3810). Payment to be made from the 2015 Construction Fund. (See attached bid tabulation – pages 7-11)

General Construction - Lobar
HVAC – Frey Lutz
Electrical – McCarty & Son
Plumbing – Jay R. Reynolds
Technology - Lobar

- C. Pequea Elementary School Project – PlanCon Part F, Attachment C – The administrative staff is recommending approval of the attached PlanCon Part F, Attachment C, Post-Bid Opening Notification, for the Pequea Elementary School new construction/renovation project (PDE project number 3810). The administrative staff is further recommending submission of same to the Pennsylvania Department of Education. (see page 12)

Explanation: Following bid opening and the decision by the Board to award and/or reject bids but prior to the district entering into construction contracts, Attachment C, Post-Bid Opening Certification, with information on bids received, alternates accepted and other pertinent information, must be submitted before final processing of PlanCon Part F can take place. PlanCon Part F approval by PDE for a project will not be issued until this certification is received, all bidding has been completed and board decisions have been made.

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

- A. Judicial Review Committee Actions as cited (to be distributed)
- B. Ratification of IU Bid Awards as cited for 2015-2016 (see page 13)
IU Custodial Supplies
IU Cafeteria Paper and Small Wares
IU Technology Education Supplies
- C. PlanCon Part E – Pequea Elementary School Project – The administrative staff is recommending acknowledgement of receipt of the reviewed and approval PlanCon Part E (Design Development) from the Pennsylvania Department of Education for Pequea Elementary School new construction/renovation project (PDE project number 3810) as per the attached. (see pages 14-15)
- D. Awarding of Bid Approval and Notice to Proceed for Pequea Asbestos Abatement to Bristol Environmental in the amount of \$37,000 as per the attached bid tabulation (see page 16). Payment to be made from the Capital Projects Fund.
- E. Clerk of the Works Stipend – Denny Coleman, Director of Buildings and Grounds to perform additional duties as Clerk of the Works for the Pequea Elementary School Project for a base stipend of \$12,500. A bonus payment of \$2,500 will be made at the end of the construction project if the substantial completion project timeline is met.

- A. Employment and Change in Status of the individuals listed per the effective date for the 2014-2015 school year (see page 17)
- B. Employment and Change in Status of the individuals listed per the effective date for the 2015-2016 school year (see page 18)
- C. Leaves to the individuals according to the terms listed:
Classified:
Employee D46 - Designated Family Medical - February 17, 2015 – May 11, 2015
Employee D47 - Designated Family Medical - May 7, 2015 – June 4, 2015
- D. Acceptance of Eschbach Drivers and Substitutes listed for the 2015-2016 school term.
Jenny Herman
Lori Enders
- E. Employee Group Agreements (copies available upon request)
Administrative Support Compensation Plan
- F. Parent Literacy Workshops – The administrative staff is recommending the approval of the following individuals to be paid at the professional rate for up to 4 hours to conduct Parent Literacy Workshops during the 2014-2015 school year.
- Jill Almonev
Beth Corl
Megan Miller
- Alison Witmer
Maribeth Zurn
- G. Approval of Megan Quinn as Head Girls Basketball Coach for the 2015-2016 school year

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:

Anchor Hosting agreement with Penn Manor School District

I plan to host and manage all WordPress sites for the Penn Manor School District. Pricing for hosting and management will be based on the total number of pageviews/year totaled up monthly. For the current 5 sites outlined below, the estimated yearly cost comes to **\$2400/year**. There would be a **\$500** one time charge for migrations. Pricing would be adjusted on a per year basis as pageviews/year increase or decrease. Full details can be viewed on my website: anchor.host/plans/. Technical details of my hosting setup can be viewed here: anchor.host/tech-stack/. If you have any questions, feel free to give me a call -Austin Ginder, austin@anchor.host, (717) 715-0357

1x Business Plan

\$2400/year

- | | |
|------------------------|-----------------------------------|
| ■ Core Features | <i>Listed Below</i> |
| ■ 2 million views/year | <i>Monthly Totals per website</i> |

Migration

\$500 one time

I plan to migrate the following website to WP Engine.

- | | |
|--|---|
| ■ blogs.pennmanor.net | Multisite Network |
| ■ www.pennmanor.net | Multisite Network |
| ■ www.pennmanor.net/techblog | Single Install (Moved to a new domain name) |
| ■ www.pennpoints.net | Single Install |
| ■ www.opencampuspa.net | Single Install |

Core Features

- Automatic updates WordPress core, WordPress plugins and WordPress themes
- Phone and email support for any technical issues
- Select Premium WordPress Plugins: anchor.host/premium-plugins
- Nightly backups

Web Hosting Agreement THIS AGREEMENT is made this 1st day of June, 2015 by and between Anchor Hosting ("Company") and Penn Manor School District ("Client"). The purpose of this Agreement (hereafter referred to as the "Agreement") is to precede a longer-term contract arrangement under which Company will provide Web Hosting services on behalf of Client.

Agreements In consideration of the mutual covenants set forth in this Agreement, Customer and Client hereby agree as follows:

1. Terms. Subject to the terms and conditions of this Agreement, Company will provide Web Hosting services for Client subject to the following terms:

1. **Length of Service.** Client agrees to an initial twelve (12) month contractual term of service ("Term"). The length of contract required is based on the type of service desired by Client and shall be determined solely by Company.
2. **Service Start Date.** The first payment plus setup charges, if any, shall be due in advance of any service provided. Service shall begin upon Company receipt of payment for such first Term of service or upon a mutually agreed upon alternate date.
3. **Renewal by Client.** This Agreement will automatically renew for successive twelve (12) month Terms unless canceled in writing by Client at least 1 days prior to the end of Term renewal date. Renewal prices are subject to change. Renewal of services by Client indicates agreement to any Contract revisions and price changes. Renewal fees for the following term will be automatically invoiced to Client's account.

2. End User Pricing and Web Hosting Compensation. End User pricing and Web Hosting Compensation is outlined on Exhibit A, attached, and is subject to change at the sole discretion of Company.

3. Terms of Payment. Terms of payment are C.O.D. unless credit approval has been granted by Company. If credit approval has been granted, credit terms are net 15 days upon receipt of invoice. We reserve the right to revoke any credit extended if payment is in arrears for more than 30 days.

4. Proprietary Information. Proprietary information exchanged here under shall be treated as such by Client. This information shall include, but not be limited to, the provisions of this Agreement, product and services information and pricing. Client further agrees to not decompose, disassemble, decode or reverse engineer any Company program, code or technology delivered to Client or any portion thereof.

5. Censorship. Company will exercise no control whatsoever over the content of the information passing through the network, email or web site.

6. Warranties. Company makes no warranties or representations of any kind, whether expressed or implied for the service it is providing. Company also disclaims any warranty of merchantability or fitness for any particular purpose and will not be responsible for any damages that may be suffered by Client, including loss of data resulting from delays, non-deliveries or service interruptions by any cause or errors or omissions of Client. Use of any information obtained by way of Company is at Client's own risk, and Company specifically denies any responsibility for the accuracy or quality of information obtained through its services. Connection speed represents the speed of an end-to-end connection. Company does not represent guarantees of speed or availability of end-to-end connections. Company expressly limits its damages to Client for any non-accessibility time or other downtime to the pro-rata monthly charge during the system unavailability. Company specifically denies any responsibilities for any damages arising as a consequence of such unavailability.

7. Trademarks and Copyrighted Material. Client warrants that it has the right to use any applicable trademarks or copyrighted material used in connection with this service.

8. Transfer of Agreement. Client may not assign or transfer this Agreement, in whole or in part without the prior written consent of Company. In the event that Client contemplates whole or partial sale of it's business,

ownership change, or change in jurisdiction, Client shall notify Company by mail, facsimile or email no less than 60 days prior to the effective date of the event.

9. Termination. Company may terminate this Agreement at its sole discretion upon the occurrence of one or more of the following events: 1) failure to comply with any provisions of the Agreement upon receipt of written notice from Company of said failure, 2) appointment of Receiver or upon the filing of any application by Client seeking relief from creditors, 3) upon mutual agreement in writing of Company and Client.

10. Disputes. If legal proceedings are commenced to resolve a dispute arising out of, or relating to, this Agreement, the prevailing party shall be entitled to recover all costs, legal fees, and expert witness fees as well as any costs or legal fees in connection with any appeals.

11. Indemnification. Client shall indemnify and hold Company harmless from and against any and all claims, judgments, awards, costs, expenses, damages and liabilities (including reasonable attorney fees) of whatsoever kind and nature that may be asserted, granted or imposed against Company directly or indirectly arising from or in connection with Client's marketing or support services of the product or services or the unauthorized representation of the product and services or any breach of this Agreement by Client.

12. General. If any provision of this Agreement is held to be unenforceable, the enforceability of the remaining provisions shall in no way be affected or impaired thereby. This Agreement shall be governed by and construed in accordance with the laws of the State of PA. Exclusive jurisdiction and venue shall be in the Lancaster County, PA Superior Court. A failure by any party to exercise or delay in exercising a right or power conferred upon it in this Agreement shall not operate as a waiver of any such right or power.

Each party represents and warrants that, on the date first written above, they are authorized to enter into this Agreement in entirety and duly bind their respective principals by their signature below:
EXECUTED as of the date first written above.

Penn Manor School District

By: _____

Title: _____

Date signed: _____

Anchor Hosting

By: _____

Title: _____

Date signed: _____

FINAL BID TABULATION OF May 28, 2015

UNIT PRICES

ATTACHMENTS

[illegible]

GENERAL CONSTRUCTION

**Pequea Elementary School
Penn Manor School District**

FINAL BID TABULATION OF May 28, 2015

Crabtree Rohrbaugh & Associates-Architects, Mechanicsburg, PA

		ALTERNATE	UNIT PRICES																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
CONTRACTORS			HC-1	HC-1	HC-2	HC-3	HC-4	HC-5	HC-6	HC-7	HC-8	HC-9																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
		ATC System		Trench Rock Removal		Bulk Rock Removal		Additional Ball Valves		Additional Sensors		Additional Thermostats		Additional Ductwork		Additional Steel Pipe		Additional Copper Pipe		Additional Geothermal Bore Hole Casing																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			

HVAC CONSTRUCTION

**Paqueta Elementary School
Penn Manor School District**

FINAL BID TABULATION OF May 26, 2016

Crabtree Rohrbaugh & Associates-Architects, Mechanicsburg, PA																													
ALTERNATE														UNIT PRICES										ATTACHMENTS					
		Technology Construction																											
CONTRACTORS	BASE BID	EC-1	EC-1	EC-2	EC-3	EC-4	EC-5	EC-6	EC-7	EC-8	EC-9	EC-10	EC-11	EC-11	EC-12	EC-13	EC-14	EC-15	EC-16	EC-17	Bid Bond	School Code Agreement	Non-Collusion Affidavit	Non-Discrimination	Workmen's Comp Affidavit	Qualification Statement	Received Addenda Nos. 1, 2, 3, 4	Signatures	
			Trench Rock Removal	Bulk Rock Removal	Duplex Receptacle and Wiring	Exit Sign and Wiring	2x4 Light Fixture and Wiring (type 3, 13)	2x4 Light Fixture and Wiring (type 1, 2, 4)	Heat or Smoke Detector and Wiring	Duct Detector and Wiring	Fire alarmPull Station & Wiring	Fire Alarm Audible/Visual Device & Wiring	Fire Alarm Addressable Device & Wiring	Data Outlet Rough-in	Additional Category 6 Data Port	Additional Data 6a Data Port	Wireless Secondary Clock	Ceiling Mounted Weatherproof Intercom Speaker	Wall Mounted Weatherproof Intercom Speaker	Installation of Additional Wireless Access Point									
Gellie Company	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid	No bid									
H.B. Frazer Company	\$1,548,743.00	\$ 274,300	\$325.00	\$115.00	\$445.00	\$345.00	\$367.00	\$420.00	\$568.00	\$1,020.00	\$620.00	\$680.00	\$1,050.00	\$80.00	\$260.00	\$410.00	\$165.00	\$400.00	\$600.00	\$530.00	x	x	x	x	x	x	x	x	
Himelstein Electric	\$1,548,900.00	No bid	\$450.00	\$400.00	\$75.00	\$305.00	\$365.00	\$425.00	\$295.00	\$690.00	\$235.00	\$255.00	\$245.00	\$75.00	No bid	No bid	No bid	No bid	No bid	No bid	x	x	x	x	x	x	x	x	
MBR Construction	\$1,575,000.00	No bid	\$330.00	\$125.00	\$6,400.00	\$1,300.00	\$1,535.00	\$1,625.00	\$2,475.00	\$950.00	\$2,700.00	\$2,150.00	\$2,580.00	\$1,000.00	\$2,500.00	\$3,200.00	\$600.00	\$2,200.00	\$3,250.00	\$2,150.00	x	x	x	x	x	x	x	x	
McCarty & Son	\$1,233,809.00	\$ 401,722	\$250.00	N/A	\$300.00	\$300.00	\$400.00	\$400.00	\$250.00	\$700.00	\$250.00	\$250.00	\$250.00	\$55.00	\$275.00	\$350.00	\$250.00	\$300.00	\$450.00	\$725.00	x	x	x	x	x	x	x	x	
The Fairfield Company	\$1,469,000.00	\$ 322,000	\$295.00	\$200.00	\$500.00	\$425.00	\$535.00	\$570.00	\$750.00	\$1,280.00	\$710.00	\$880.00	\$700.00	\$450.00	\$275.00	\$350.00	\$250.00	\$440.00	\$575.00	\$775.00	x	x	x	x	x	x	x	x	
Shannon A. Smith, Inc.	\$1,556,620.00	\$ 286,757	\$200.00	\$200.00	\$161.93	\$417.53	\$314.38	\$457.84	\$291.78	\$754.89	\$303.30	\$239.67	\$200.10	\$89.92	\$284.08	\$463.95	\$143.01	\$289.69	\$516.10	\$899.68	x	x	x	x	x	x	x	x	
Cyprus Solutions, Inc.	\$1,594,000.00	\$300,000	\$400.00	\$100.00	\$250.00	\$200.00	\$350.00	\$450.00	\$250.00	\$500.00	\$250.00	\$200.00	\$250.00	\$100.00	\$250.00	\$350.00	\$250.00	\$200.00	\$250.00	\$150.00	x	x	x	x	x	x	x	x	
Obler, Inc.	\$1,459,900.00	\$ 289,685	\$195.00	\$195.00	\$115.00	\$145.00	\$160.00	\$145.00	\$155.00	\$305.00	\$180.00	\$230.00	\$170.00	\$45.00	\$130.00	\$175.00	\$40.00	\$155.00	\$195.00	\$340.00	x	x	x	x	x	x	x	x	
ELECTRICAL CONSTRUCTION																													

**Pequea Elementary School
Penn Manor School District**

FINAL BID TABULATION OF May 28, 2015

Crabtree Rohrbaugh & Associates-Architects, Mechanicsburg, PA

		UNIT PRICES						ATTACHMENTS							
		Trench Rock Removal	Bulk Rock Removal	Sanitary Vent Piping	Additional Ball Valves	Additional Domestic Water Pipe	Additional Storm Water Piping	Bid Bond	School Code Agreement	Non-Collusion Affidavit	Non-Discrimination	Workmen's Comp Affidavit	Qualification Statement	Received Addenda Nos. 1, 2, 3, 4	Signatures
CONTRACTORS	BASE BID	PC-1	PC-2	PC-3	PC-4	PC-5	PC-6								
Frey Lutz Corp	\$811,700	\$250.00	\$175.00	\$9.00	\$157.00	\$19.00	\$19.00	x	x	x	x	x	x	x	x
Jay R. Reynolds	\$654,700	\$450.00	\$250.00	\$9.00	\$84.00	\$28.00	\$24.00	x	x	x	x	x	x	x	x
MBR Construction Services	No bid	No bid	No bid	No bid	No bid	No bid	No bid								
Myco Mechanical	\$723,000	\$250.00	\$250.00	\$9.00	\$200.00	\$25.00	\$15.00	x	x	x	x	x	x	x	x
Vision Mechanical	\$991,106	\$350.00	\$325.00	\$15.00	\$200.00	\$16.00	\$21.00	x	x	x	x	x	x	x	x
SSM Industries, inc.	\$1,100,000	\$175.00	\$175.00	\$23.00	\$202.00	\$41.00	\$35.00	x		x	x		x	x	x

2443 PLUMBING CONSTRUCTION

FINAL BID TABULATION OF May 28, 2015

UNIT PRICES

ATTACHMENTS

TECHNOLOGY CONSTRUCTION

Board Ratification is recommended for the following 2015-2016 IU 13 Bids:

IU CUSTODIAL SUPPLIES BID SUCCESSFUL VENDORS:

CALICO INDUSTRIES	\$1,907.92
CLEAN IMAGE INC	\$1,044.50
HASSINGER & CO INC	\$2,953.08
HILLYARD INC	\$240.00
LJC DISTRIBUTORS	\$903.00
M J EARL	\$62.00
PENN VALLEY	\$603.20
QUAKER CITY PAPER	\$17,269.08
TOTAL	\$24,982.78

CAFETERIA PAPER & SMALL WARES BID SUCCESSFUL VENDORS:

CALICO INDUSTRIES	\$11,122.27
M J EARL	\$4,598.50
XPEDX-HARRISBURG	\$15,486.60
TOTAL	\$31,207.37

TECHNOLOGY EDUCATION SUPPLIES BID SUCCESSFUL VENDORS:

THE ART STORE	\$ 572.02
HOWELLS GLASS CO INC	\$ 326.73
METCO SUPPLY	\$ 67.40
MIDWEST TECHNOLOGY PRODUCTS	\$ 473.38
O'SHEA LUMBER CO	\$ 27.40
PAXTON PATTERSON	\$ 557.58
PITSCO	\$ 168.00
SATCO SUPPLY	\$ 743.86
TOTAL	\$ 2,936.37

May 12, 2015

Mrs. Cindy Rhoades
Board Secretary
Penn Manor School District
P.O. Box 1001
Millersville, PA 17551-0301

RE: PLANCON PART E: DESIGN DEVELOPMENT

PROJECT NO.: 3810
PROJECT BUILDING NAME: Pequea Elementary School
TYPE WORK: Additions/Alterations
COUNTY: Lancaster
BOARD ACTION: April 7, 2015

Dear Mrs. Rhoades:

The materials for PlanCon Part E, "Design Development," have been reviewed and appear to meet the requirements of the school laws of Pennsylvania and the policies and regulations of the State Board of Education. The Design Development is generally approved. This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy or procedure, the department reserves the right to rescind any and all approvals materially affected.

Please note that the Requirements listed on PlanCon Part F, Page F-17, must be written in the Construction Specifications. You are further advised that in all school buildings erected after May 1, 1925, or buildings leased or used for school purposes, all entrance and exit doors, as well as all doors leading to or from all regular, special, or general rooms, shall open outward, in accordance with 24 P.S. § 7-739.

The PlanCon Part F, "Construction Documents," may now be prepared and submitted upon their completion at the final review conference, according to PlanCon Pages F01 and F02. The district's architect should call me at 717.787.5993 to schedule the review conference. Any substantial changes in the design must be discussed with me at your earliest convenience.

Section 731 of the Public School Code of 1949 states that no public school building shall be contracted for, constructed, or reconstructed, in any school district of the second, third, or fourth class until plans and specifications have been approved by the Department of Education. Departmental approval of final plans and specifications only occurs upon the issuance of written approval of PlanCon Part F, "Construction Documents." For the Philadelphia City and Pittsburgh School Districts, PlanCon Part F must be approved by the department prior to entering into contracts for a school construction project to qualify for state reimbursement. Failure to comply with the applicable statutory or departmental requirement will result in denial of reimbursement for this project.

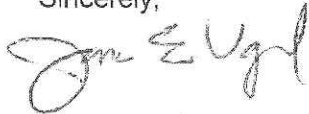
The district should be aware that departmental approval of PlanCon Part F for this project does not guarantee reimbursement for this project. This project will be deemed eligible for reimbursement only upon written approval of PlanCon Part G, "Project

Mrs. Rhoades
Page 2
May 12, 2015

Accounting Based on Bids.” Calculation of the temporary reimbursable percent for the project’s financing occurs at PlanCon Part H, “Project Financing.” The permanent reimbursable percent is calculated at PlanCon Part J, “Project Accounting Based on Final Costs.”

This document should be entered into the minutes of the next board meeting.

Sincerely,

A handwritten signature in dark ink, appearing to read "James E. Vogel". The signature is fluid and cursive, with the first name "James" and last name "Vogel" clearly distinguishable.

James E. Vogel, R.A., NCARB
Architectural Consultant
Division of Budget & School Facilities
Bureau of Budget and Fiscal Management

cc: Crabtree Rohrbaugh & Associates
Project File - 3810
Architectural File
Log

BID TABULATION

[illegible]

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
6/1/2015	HAUBER	COLEMAN	TEMPORARY PAINTER	DISTRICT	5.75	Summer Break	\$ 8.25	Temporary Utility Help	5.75	Effective 6/8/2015 Temporary Worker - through August 2015

NOTE: All new hires and transfers must successfully complete a 60 working day probationary period

* signifies a change in status

PENN MANOR SCHOOL DISTRICT

June 1, 2015 Board Agenda

New employee for the 2015-2016 school year:

Baer, Edward D. – secondary professional employee, full-time, permanent position, B.S. Degree, no experience, Step 1, \$42,287 +\$1,200 = \$43,487, pending receipt of required documents. Assignment: Learning Support/Life Skills Teacher/Marticville Middle School

Mr. Baer recently graduated from West Chester University with a BS in middle grades elementary education and PK-8 special education. Dan [Edward] completed his student teaching assignment in a learning support/life skills classroom in the Garnet Valley School District in Chads Ford. He currently resides in the Hempfield School District and worked as a camp counselor at the Hempfield Area Recreation Center. Dan played on the men's club volleyball team the past four years at West Chester.

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

Bookman, Sallie H. -- professional secondary employee, payment of a stipend of \$5,704.05 for teaching one block of German, first semester.

Mrs. Bookman will be losing prep time first semester.