

**Minutes  
Committee of the Whole  
April 4, 2016**

The Penn Manor School Board met in an Executive Session at 5:30 p.m. for the discussion of Personnel: Evaluation of the Superintendent; Personnel: review details of voting agenda item 4B (Leaves); Student Matter – Special Education Due Process Proceeding and voting agenda item 3D.

The Penn Manor School Board met as a Committee of the Whole at 7:06 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board Vice President, Mr. Carlton Rintz. The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Mrs. Johnna Friedman and Mr. J. Kenneth Long were absent. Present from the administrative staff were Dr. Michael Lechlitter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Dr. Philip Gale, Mr. Dell Jackson, Mr. Jeff Roth, Mr. Tom Reustle, Mrs. Theresa Chiodi, Mrs. Tanya Johnson, Ms. Debbie Lugar, Ms. Sandy Ulmer, Mrs. Jenna Moyer, Mr. Brian Wallace, Mr. Justin Stoltzfus, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary.

Elementary students from various schools led the flag salute. Two students from Conestoga Elementary, Anna Gigac and Austin Hill, read original stories that were recognized by Newspapers in Education.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, April 18, 2016, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Rintz asked the committee if there were any additions or corrections to the Minutes of the March 21, 2016, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon and second by Mr. Paitsel, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Rintz asked if there were any Citizen's Comments. There were none.

The upcoming board development opportunities were reviewed. Mr. Straub updated the board on the CTC meetings and reported that the CTC has received 1,800 applications but has capacity for just 1,590 students. Dr. Frerichs updated the board on the recent PSBA Legislative Advocacy Committee meeting.

Mr. Johnston introduced Theresa Chiodi, the newly hired Human Resources Director to the board. Mr. Roth introduced Tom Reustle, the new golf coach.

Dr. Gale reviewed demographic information for new students who have entered Penn Manor High School since the first day of the 2015-2016 school year.

Dr. Lechlitter, Mr. Reisinger, and Ms. Lugar reviewed upcoming changes to Penn Manor's virtual school programs and discussed the recommendation to add the Edgenuity online course platform. Approval for placement of this item on the April 18, 2016 board agenda was

approved on a motion by Mr. Fullerton and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

Mr. Johnston reviewed the details regarding the opening of Conestoga Elementary construction bids from March 30, 2016 and recommended that the bids for HVAC, Technology, Plumbing, and General Construction be approved. The Electrical bid is still being reviewed. Approval for placement of this item on the April 4, 2016 board agenda was approved on a motion by Mr. Paitsel and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

Mr. Johnston reviewed information on the Conestoga Elementary construction project. If required as part of the financing package for the project, an account would be set up at Integrity Bank. Approval for placement of this item on the April 4, 2016 board agenda was approved on a motion by Mr. Paitsel and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, absent; Mr. Fullerton, yes; Mr. Long, absent; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:41 p.m.

---

Mr. Carlton Rintz, Vice President

---

Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**April 4, 2016**

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 Vice President Mr. Carlton Rintz at 8:42 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, April 18, 2016, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Mrs. Johnna Friedman and Mr. J. Kenneth Long were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mrs. Tanya Johnson, Mr. Dell Jackson, Mrs. Jenna Moyer, Ms. Sandy Ulmer, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Rintz asked if there were any Citizen's Comments. There were none.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the March 21, 2016 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Lyon, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report.

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

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

- A. The Intermediate Unit 13 Core Program of Services and Instructional Media Services Budgets for the 2016-2017 school year as presented.
- B. Second and Final Reading of Revised Board Policies as presented:
  - #004 – Local Board Procedures
  - #011 - Principles for Governance and Leadership
  - #115 – Career and Technical Education
  - #317 – Conduct/Disciplinary Procedures
  - #806 – Child Abuse
  - #916 – Volunteers
- C. Textbook Approval – The committee is recommending the approval of the textbook, *United States History; Reconstruction to the Present*, published by Pearson Publishing, in the amount of \$11,500

- D. Conestoga 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 Conestoga Elementary School new construction/ renovation project (PDE project number 3847). Payment to be made from the 2016 Construction Fund. (To be distributed after bid opening.)

General Construction – Perrotto Builders - \$5,940,000  
 HVAC – Farfield Company - \$2,026,000  
~~Electrical – MBR Construction – \$1,067,000~~  
 Plumbing – Myco Mechanical - \$694,000  
 Technology – Gettle Corporation - \$296,917

- E. Approval for depository bank account at Integrity Bank

*Explanation: If required as part of a financing package for the Conestoga Renovation project, an account would be set up at Integrity Bank.*

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A:** It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, abstained; Christopher Straub, yes; and Donna Wert, yes.

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2B-E with D as amended:** It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, 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. Tax Exonerations as cited (see page 5)
- B. Conestoga Elementary Renovation Project PlanCon D (see pages 6-19)
- C. Conestoga Elementary Renovation Project PlanCon E (see pages 20-21)
- D. Judicial Review Committee Action as cited (enclosure)
- E. Approval to Advertise and Bid for Capital Improvements
- Central Manor – Selective Roof Replacement
  - Eshleman – Energy Conservation Upgrades
  - Eshleman – Data Wiring
  - Eshleman – Selective Roof Replacement
  - Letort – Connect to Municipal Water
  - Letort – Data Wiring

- Letort – Energy Conservation Upgrades
- Letort – Selective Roof Replacement
- Hambright – Drainage Basin Improvements
- High School – Repoint Brick, Caulk Windows and Expansion Joints
- High School – Sidewalk Repairs
- High School – Run Electric to Light Poles
- High School – Resurface East Gym Floor
- District Custodial Equipment

*Explanation: As per the Capital Improvement Plan, board approval is needed to move forward with the listed projects.*

- F. Conestoga Renovation Project Letter of Credit (see pages 22-23)

*Explanation – A letter of credit is required by Conestoga Township for the Conestoga Renovation project. The attached Letter of Credit Note was prepared by our solicitor.*

- G. Holiday Schedules for the 2016-2017 school year as listed (see pages 24-25)

- H. Tuition of approximately \$28,000 to the School District of Lancaster for a student with an IEP to remain in his/her current program.

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-H:** It was moved by Mr. Straub and seconded by Mr. Lyon to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, 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 26)
- B. Leaves to the individuals according to the terms listed:  
Professional Employees:  
*Employee E35 - Designated Family Medical - March 29, 2016 – April 1, 2016*
- C. Head Coaches Recommended for Renewal for the Winter 2016-2017 Season  
 Boys' Varsity Basketball - Larry Bellew  
 Girls' Varsity Basketball – Megan Quinn  
 Wrestling – Mike Fowler  
 Swimming – Cece O'Day  
 Bowling – Chris Vital
- D. Retirement of the individuals listed per the effective date:  
 Janice Maurer, Learning Support Teacher, Pequea, effective the end of 2015-16 school year

- E. Resignations of the individuals listed per the effective date:  
Christina Robinson, Building Secretary, Martic Elementary, effective April 6, 2016
- F. Volunteer Track & Field Coach - Nick VanLeuven

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F:** It was moved by Dr. Frerichs and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, 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. Conestoga 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 Conestoga Elementary School new construction/renovation project (PDE project number 3847). The administrative staff is further recommending submission of same to the Pennsylvania Department of Education. (see page 2)

*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.*

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 5A:** It was moved by Ms. Wert and seconded by Mr. Lyon to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, absent; Joseph Fullerton, yes; J. Kenneth Long, absent; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting was adjourned at 8:49 p.m.

---

Mr. Carlton Rintz, Vice President

---

Cindy Rhoades, Board Secretary