

Agenda – Committee of the Whole
Penn Manor School District
Monday, August 15, 2016
Manor Middle School – Board Room

EXECUTIVE SESSION

6:30

Legal (review of due processing hearing decision)

6:40

Personnel (Review of Item 4C)

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 **Tuesday, September 6, 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 Legal and Personnel as detailed above.

ROLL CALL:

APPROVAL OF MINUTES:

August 1, 2016

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

CITIZEN'S COMMENTS:

Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

Item 1.

(7:10 – 7:40)

2015-2016 Athletic Year in Review - Mr. Roth

Explanation: Mr. Roth will present his annual summer review of the athletic program highlights as well as data related to the Athletic Measures of Success.

Information Only

Item 2.
(7:40 – 7:50)

ATTOLLO Update – Dr. Gale

Explanation: Dr. Gale will discuss options for areas of partnership with the Children Deserve a Chance Foundation for the 2016-17 school year.

Information Only

Item 3.
(7:50 – 8:00)

Website Preview – Mr. Reisinger

Explanation: The new district website has been in development for the past 4 months. A preview of the updated site design will be presented.

Information Only

Item 4.
(8:00 – 8:20)

PSSA and Keystone Preliminary Results - Dr. Egan and Dr. Shaffer

Explanation: Dr. Egan and Dr. Shaffer will provide a summary of the preliminary PSSA and Keystone Preliminary Results for 2015-2016.

Information Only

Item 5.
(8:20 – 8:30)

New Teachers 2016-2017 – Dr. Egan and Dr. Shaffer

Explanation: Dr. Egan and Dr. Shaffer will give a summary of the new teachers for the 2016-2017 school year.

Information Only

Item 6.
(8:30– 8:40)

PSBA Legislative Liaison Update – Dr. Frerichs

Explanation: Dr. Frerichs will gather board director input for PSBA related to House Bill 1947 sponsored by Rep. Ron Marsico.

Information Only

Item 7.
(8:40-8:45)

Voting for PSBA Officers – Mr. Long

Explanation: Board members will vote for the following PSBA offices from the slate of candidates previously shared - President-elect, Vice President. The majority vote by the board will determine which candidates receive the school board's official vote.

Approval for Placement on the August 15 School Board Agenda

ADJOURNMENT

Agenda – School Board Meeting
Penn Manor School District
Monday, August 15, 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 **Tuesday, September 6, 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 Legal and Personnel as detailed on the Committee of the Whole agenda.

ROLL CALL:

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: August 1, 2016
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: July 2016

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

General Fund	\$ 2,648,087.53
Cafeteria Fund	\$ 16,318.40
Capital Reserve Fund	\$ 94,661.29
Technology Capital Reserve	\$ 10,342.70

2015 Construction Fund	\$	504,718.16
2016 Construction Fund	\$	4,816.97
Student Activity Fund	\$	2,276.96

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. PSBA 2016 Delegate Assembly – The committee is recommending the following as voting delegates for the PSBA 2016 Delegate Assembly
1. Jeff Lyon
 2. Dave Paitsel
 3. Chris Straub

- B. Voting for PSBA Officers
- President-elect – Michael Faccinetto, Bethlehem Area SD (Northampton Co.)
Vice President – David Hutchinson, State College Area SD (Centre Co.)

Explanation: Board members will vote for the PSBA offices from the slate of candidates - President-elect and Vice President. Both candidates are running unopposed.

- C. RFP for Construction Management Service

Explanation: Approval for the administration to develop and conduct a request for proposal for Construction Management for the high school renovation project. The RFP will be developed with assistance from the district solicitor.

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

- A. Contract at Winner's Circle Center for up to 5 special education students to receive services at a rate of \$125 per day per student (see enclosure).
- B. Approval and Advertising of the Bus Routes for the 2016-2017 school term and also approval for advertising of same. A copy of bus routes is on file in the Transportation Office.

Explanation: Routes are compiled annually by the Transportation Coordinator in anticipation of expected bus routing requirements.

- C. Acceptance of Bus Drivers for the 2016-2017 school term (see pages 7-8)

Explanation: While the bus drivers are employed by the busing contractors, a listing is provided for the board's consideration and acceptance

- D. 2016-2017 School Term Field Trip Rates (see page 9)

Explanation: Rates for field trips are re-calculated annually based upon changes in the CPI.

- E. Middle School and High School Code of Student Conduct for 2016-2017 (see enclosures)

- F. Acceptance of STS Aides/Para and Personal Care Assistants for the 2016-2017 school term (see page 10)

Explanation: While the aides are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- G. Acceptance of STS Substitute Teachers for the 2016-2017 school term (see pages 11-13)

Explanation: While the substitute teachers are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- H. Acceptance of Gift from The Ressler Mill Foundation for 450 copies of dictionaries to be used for 3rd grade classrooms.

- I. Pennsylvania Educators' Clearinghouse Contract of Service for the 2016-2017 school year.

Explanation: The user fee of \$2,700.00 has not changed from last year.

- J. Approval for the Richard L. Hibshman Driving School to administer behind the wheel driver training instruction to students in the Penn Manor School District.

Explanation: The Pennsylvania Department of Transportation requires that private driving schools have an agreement with local school districts in order to offer the behind the wheel exam. There is no cost to the district for this program. Penn Manor provides the classroom portion for driver safety education in the 10th grade physical education classroom. Parents who wish to complete the driver education program with behind the wheel instruction must seek out and pay a private driving school for this portion of the driver certification program.

- K. IU13/Autism Solutions as needed at an hourly rate of \$125.00.

Explanation: Service provided includes Autism diagnostic evaluations, written reports, attend meetings as requested. This agreement is from July 1, 2016 to June 30, 2017.

- L. Dual Enrollment with IU#8 from July 1, 2016 to June 20, 2019. Seton Hill will offer credits for coursework. (see pages 14-16)

- M. Tax Exonerations (see page 17)

- N. Special Education Agreement with School District of Lancaster for tuition for one student

- O. Director of Buildings & Grounds Job Description (see pages 18-21)

- P. Coordinator of Alternative Programming Job Description (see pages 22-23)

- Q. Clerk of the Works Agreement for the Conestoga Elementary School renovation project as per enclosure.

Explanation: Bob Ross has agreed to act as clerk of the works for the Conestoga project. Retired after many years as Director of Buildings and Grounds for the Solanco School District, Bob has an extensive background in building/renovation projects.

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 2016-2017 school year. (see pages 24-26)
- B. Resignation of the individuals listed per the effective date:
Ashley Duross, Color Guard for PM Marching Band, High School - effective 6/7/16
Laura Reinike, HR Tech Sub, effective 7/31/16
Ashley Stuart, LTS Elementary Learning Support, Hambright - effective 8/3/16
- C. Leaves
Classified
Employee E63 – Family Medical - June 28, 2016 – July 16, 2016
Employee E64 – Family Medical - April 29, 2016 – June 7, 2016
- D. Substitute Nurses within the school district until such time that either the school district or the individual would opt to have their name deleted from the substitute nurses list.
- E. 2016-2017 Fall Coaching Positions as listed (see page 27)

Explanation: The attachment shows the coaches and positions by sport for the 2016-2017 fall season. The breakdown with the individual salaries was compiled by the Athletic Department in conjunction with the team coaches.

- F. Dental Hygiene Services provided by Tina Hoefel at the rate of \$25.00 per hour, not to exceed 220 hours for the 2016-2017 school year.

Explanation: Mrs. Hoefel will provide dental instruction and services to district students, and coordinates free dental services.

- G. 2016-2017 Middle School Team Leaders as listed (see page 28)

Explanation: Team Leader positions are approved annually based upon rosters submitted by building principals.

- H. 2016-2017 Co-curricular Positions as listed (see pages 29-31)

Explanation: Co-curricular positions are approved annually based upon rosters submitted by building principals.

- I. Saturday School/Detention for the 2016-2017 school year at a rate of \$32.00 per hour
- | | |
|------------------|------------------|
| Erick Dutchess | Brian Osmolinski |
| Doug Kramer | Jim McGlynn |
| Jen Kroesen | Dave Ohl |
| Heather Paquette | Jeremy Nesmith |
| Cynthia Lonergan | |
- J. Twilight School Instructors for the 2016-2017 school year at a rate of \$32.00 per hour
- | | |
|-------------------|----------------------|
| Jeremy Nesmith | Rhoda Marsteller |
| Curt Snelbaker | Doug Kramer |
| Drew Wilson | Theresa Nimo |
| Karen Hallett | Curt Elledge |
| Tresa Kirk | Hanna Crowther |
| Connie Jackson | Patrick Eichelberger |
| Elizabeth Sheerer | Heather Paquette |
- K. Nurse Substitute Caller Stipend for contacting/arranging substitute services for health rooms for the 2016-2017 school year for a stipend of \$2,500.
- Tanya Echterling
- L. Seasonal Weight Room coverage provided by one of the following trainers - Jon Zajac, Elena Konas, or Tim Hite - for the weight room at the rates cited below for the 2016-2017 school year.
- 88 scheduled summer weight room hours at \$23.84 per hour
114 scheduled fall weight room hours at \$23.84 per hour
120 scheduled winter weight room hours at \$23.84 per hour
134 scheduled spring weight room hours at \$23.84 per hour
- M. Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2016-2017 school year at the rate cited below. Coverage will be provided by one of the following trainers - Jon Zajac, Elena Konas, or Tim Hite.
- Up to 100 weight room athletic team training hours at \$23.84 per hour
- N. Speed Training Hours to provide up to 30 hours of speed training for the 2016-2017 school year at the rate cited below. Coverage provided by one of the following trainers - Jon Zajac, Elena Konas, or Tim Hite.
- Up to 30 speed training hours at \$23.84 per hour
- O. Mentors for the 2016-2017 school year as listed (see page 32).

Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the Comprehensive Plan.

- P. Stipend – Dr. Scott Keddle, administrative professional, a payment of an administrative stipend of \$50 per diem for serving as substitute principal at Marticville Middle School on an intermittent basis for the first semester of the 2016 - 2017 school year.

- Q. Transfer of Coordinator of Alternative Programming Position to the Bargaining Unit

Explanation: Per the Petition for Unit Clarification, placement of Jeremy Nesmith on the teachers' salary matrix at Step 14 on Bachelor's +24 column, \$59,994. The position will work an additional 5 contracted days (195 days), total prorated salary will be \$61,572.

- R. Special Education Coordinator Stipend to perform designated duties between July 1 and November 1, 2016

Julie Yost	\$3,925.00
Patrick Eichelberger	\$2,793.00

- S. Head Varsity Boys Lacrosse Coach – Zachary Charles

- T. 2016-17 Marching Band Positions

Lauren Martinez	Guard Instructor	\$1,100.00
Joshua Rowley	Brass Instructor	\$ 500.00

- U. 2016-17 Music Program Co-Curricular Stipends (see page 33)

ADJOURNMENT

SCHEDULING AN APPEARANCE ON THE AGENDA

Any district resident or taxpayer 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 chair 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.

Eschbach Drivers 2016-2017

Assignment	Name
48	Judge, Lacy May
49	Rittenhouse, Shellene
50	Bachman, Jodi
55	Watson, Lisa
65	McCurdy, Diane
67	Greis, George
73	Winters, Beth
82	Mutzabaugh, Melissa
119	Frey, Carla
162	Roop, Christina
163	Brendemuehl, Erica
164	Muschlitz, Jean
165	Fuhrman, Tina
166	Hess, Becky
167	Sheaffer, Kim
170	Froehlich, Susan
173	Henry, Shayla
175	Krause, Kenneth
201	Pilsner, Sherry
208	Bresch, Tracy
209	Griffin, Joanne
210	Enders, Lori
211	Ulmer, Sharon
212	Sourbeer, Leona
213	Gregg, Sue
214	Jenny Herman
215	Bowman, Stacey
217	Myers, Rachel
218	Witmer, Wanda
223	Kenneson, Rowena
224	Spangler, David
225	Hess, Rick
226	Cramer, Marilyn
227	Ditzler, Kelly
228	Baughman, Kelly
229	Ranck, Nevin
231	Mellinger, Penny
233	Carrigan, Roxy
237	Maule, Jessica
238	Rachor, Rita
239	Blake, Wendy
247	Coffroad, Jack
248	Renshaw, Dina

Assignment	Name
249	Erisman, Dawn
251	Sensenig, Ella
252	Obrien, Paul
253	Jenks, Christine
254	Pike, Helen
255	Rickett, Dawn
256	Higgins, Sherry
260	Hess, Brenda
273	Henry, Michelle
274	Musser, Tracy
275	Shertzer, Terri
433	Null, Carolyn
473	Campbell, William
349	Keys, Laurie
Substitute/Trip Driver	Brabson, Mark
Substitute/Trip Driver	Denlinger, Donald
Substitute/Trip Driver	Deyo, Rebecca
Substitute/Trip Driver	Dougherty, James
Substitute/Trip Driver	Heisey, Paul
Substitute/Trip Driver	Caputo, Crystal
Substitute/Trip Driver	Ilidia, Rosado
Substitute/Trip Driver	Foley, Kevin
Substitute/Trip Driver	Reilly, John
Substitute/Trip Driver	Smith, Bruce
Substitute/Trip Driver	Wiker, Dave
Substitute/Trip Driver	Bass, Lindsay
Substitute/Trip Driver	Mylin, Holmes
Substitute/Trip Driver	Muschlitz, Bob
Substitute/Trip Driver	Brown, Jenny
Substitute/Trip Driver	Breneman, Judy
Substitute/Trip Driver	Peifer, Mark
Substitute/Trip Driver	Rohrer, Reggie
Substitute/Trip Driver	Haines, Karl
Substitute/Trip Driver	Eschbach, Dave
Substitute/Trip Driver	Menapace, Jake
Substitute/Trip Driver	Spring, Tom
Substitute/Trip Driver	Shambaugh, Darlene
Substitute/Trip Driver	Gorby, Dave
Substitute/Trip Driver	Reimold, Donita
Substitute/Trip Driver	Weaver, Judy
Substitute/Trip Driver	Kaufman, Keith

Shultz Drivers 2016-2017

Assignment	Name
130	Amy Walborn
131	Deb Williams
132	Joan Shenk
133	Jennifer Taylor
134	Danica Nicklaus
135	Rick Gehr
136	Nancy Barley
137	Missi Frankford
138	George Wettig
139	Connie Flowers
140	Crystal Seigrist
141	Joanne Fritz
142	Leslie Gianopolous
Subs	Carson Kauffman
Subs	Wanda Moore
Subs	Kay Harvey
Subs	Anna Hipple
Subs	Blanca Feliciano
Subs	Judy Jones
Subs	Jane Everhart

FIELD TRIP RATES		2016-17
Trips Outside Lancaster County	Per Mile Driven	\$ 2.15
	Per Mile Deadhead	\$ 1.45
	Per Hour Layover Time	\$ 18.52
Trips Within Lancaster County	Per Hour	\$ 41.50
	3 hour minimum	\$ 124.50
Trips Within Penn Manor School District	Per Hour	\$ 41.50
	3 hour minimum	\$ 124.50
Sports and Performance Trips	Lancaster City	\$ 152.00
	L-S	\$ 152.00
	Locust Grove	\$ 152.00
	Hempfield	\$ 152.00
	Manheim Township	\$ 152.00
	Columbia	\$ 152.00
	Conestoga Valley	\$ 152.00
	Manheim Central	\$ 152.00
	Warwick	\$ 152.00
	Donegal	\$ 152.00
	Solanco	\$ 152.00
	Ephrata	\$ 152.00
	Pequea Valley	\$ 152.00
	Elizabethtown	\$ 152.00
	Cocalico	\$ 152.00
	Garden Spot	\$ 152.00
	Octorara	\$ 187.00
	Cedar Crest	\$ 187.00
	Annville-Cleona	\$ 187.00
	Eastern York	\$ 194.00
	Lebanon	\$ 235.00
	Middletown	\$ 235.00
	Palmyra	\$ 235.00
	Eastern Lebanon (ELCO)	\$ 235.00
	Govenor Mifflin	\$ 235.00
	York	\$ 239.00
	Hershey	\$ 239.00
	Oxford	\$ 239.00
	Dallastown	\$ 260.00
	Wilson	\$ 260.00
	Norlebo	\$ 260.00
	Robesonia	\$ 260.00
	Susquehannock	\$ 260.00
	Conrad Weiser	\$ 260.00
	Cedar Cliff	\$ 260.00
	Reading	\$ 260.00
	West Chester	\$ 260.00
	Messiah	\$ 260.00
	Downingtown	\$ 260.00
	Coatesville	\$ 260.00
	Central Dauphin	\$ 260.00
	Exeter	\$ 260.00
	Schuykill	\$ 260.00
	Cumberland Valley	\$ 260.00
	Upper Dauphin	\$ 260.00
	per hour charge for trips over 5 hours	\$ 20.00
Van Charges		\$ 26.00

2016-2017 STS AIDES

Last Name	First Name	Last Name	First Name	Last Name	First Name
ADAMS	AMBER	HEAN	JENNIFER	NADU	PATRICIA
ADAMS	KATHLEEN	HECKENDORN	DAVID	NADU YOUNG	ANGELA
AL KHAZAALI	LUMA	HEISTAND	BOBBIE	NASSIRU	ABDUL
ALHADITHI	ABDULRAHMAN	HELM	AMY	NEY	CHARLOTTE
ARMSTRONG	JAYMI	HENRY	BRANDI	OBER	HOLLY
ASHWORTH	CYNTHIA	HENRY	BROOKE	OSWALD	CHERIE
AUKAMP	ANGELA	HERR	KATHLEEN	PAYNE	SHARON
AULT	MARGARET	HESS	DONNA	PERKINS	LAVINIA
BAHURKA	ROSE	HESS	MARCIA	PICKEL	LORI
BATOOOL	ISMAT	HINES	KEVIN	PILZ	CAROL
BEATTIE	ELIZABETH	HOSTETTER	DARREL	POOLE	CYNTHIA
BENNIS	ELAINE	HUBER	EDWINA	POYCK	WALTER
BESHAJ	MANAL	HUFFORD	HEATHER	PULLAN	PHYLLIS
BLACK	COLLEEN	INTOCCIA	PETER	PURSEL	STACY
BLAKE	WENDY	JOHNSON	JAY	RAILING	BETHANY
BORNE	SHERRY	JONES	RICHARD	RAILING	KATHLEEN
BRANDT	SALLIE	KAISER	DAVID	RAPP	LISA
BREITBACH	KARA	KAISER	ROSS	REINHARD-STRAUB	ERIKA
BRENNEMAN	MICHELLE	KASKIEL	ASHLEY	RHINE	LINDSAY
BRODERICK	LORI	KAUFFMAN	SHERRY	RICHARDS	LAURA
BROWN	STEPHANIE	KEENER	KRISTINE	ROBERTS	VICKI
BRUBAKER	KIMBERLY	KENNEDY	LORRAINE	ROBLEDO	GEORGINA
BURKHARDT	DEBORAH	KERNS	KEVIN	SALM	BONITA
CARABALLO	NITZA	KILLIAN	AMY	SANDFORD	JUDITH
CARROLL	VICTORIA	KINCADE	LINDA	SAUNDERS	DORIS
CIESNOLEVICZ	JANALYN	KIRCHNER	KIM	SAXTON	DEBORAH
CLARK II	CHARLES	KOROSEC	JENNIFER	SCHLEGEL	REBECCA
COOLE	MARIA	KROW	DONALD	SHAFFER	DIANA
COVERDALE	DONALD	LANDI	MARY ANN	SHENK	NANCY
CSALLNER	HEIDI	LANDIS	TIMOTHY	SIMMONS	RITA
DANESHVAR	SHAHNAZ	LEAMAN	LESLIE	SIMMS	ALLIYAH
DEAN	SONYA	LEHR	KAREN	SMITH	SUSAN
DEIBERT	CHRISTINE	LEWIS	KRISTA	SNADER	PATRICIA
DENNES	PAULA	LOCKNER	KAREN	SOBOTKA-BRINER	CYNTHIA
DITMER	KRISTINA	LOMAN	MARY	SOSA	JOAN
DUNLAP	MARY LYNN	LONG	KRISTIN	STECKBECK	FERN
ERB	DENISE	LONG	MICHELLE	STOLTZFUS	AMY
ERB	JENNIFER	LONG	PAMELA	STONE	SANDRA
ERB	MICHELLE	LYON	TERESA	STRINGER	ASHLEY
FINKS	DONNIERAE	MALCOMB	DIANNE	SULIMAN	MOHIELDIN
FOGLE	MANDY	MALPICA	TARA	SWARR	KAREN
FREEMAN	ELIZABETH	MANCINI	JASON	TAYLOR	SYLVIA
FRENCH	DEBORAH	MAPHOSA	MANDY	THOMAS	HANNAH-MAE
FREY	SYLVIA	MARSHALL	ROBERT	TINGLING	OLIVER
GALLAGHER	FRANCES	MARTIN	BROOKE	TROOP	LAUREN
GALLAGHER	HEATHER	MARTIN	LISA	VAN CLEVE	BRIA
GARBER	JEANENE	McCOMSEY	AMANDA	VAUGHN	CHERYL
GARRETT	JEAN	MEDINA	KARIE	WARFEL	CARYN
GENDY	TRIZA	METZ	LINDA	WEILER	AUDREY
GINDER	BONNIE	MILLER	DANIEL R	WELCH	NATASHA
GOODMAN	ELLEN	MILLER	KATELIN	WELLS	KENNETH
GREEN	MARSHA	MORGAN	MARY	WITMER	CONNIE
GRUVER	MICHELLE	MOSSBURG	JASON	YORK	LYNDA
HANKLE	AMY	MOUNTZ	TABITHA	YOUSSEF	NABILA
HARNISH	ADRIANNA	MOUSSA	MALAKA	ZEPP	REBECCA
HARRAN	LUBNA	MOWRER	NICOLETTE		
HARRIS	DENISE	MULVENNA	DASIA		

2016-2017 STS TEACHERS

Last Name	First Name	Last Name	First Name	Last Name	First Name
ABOWITZ	NADINE	CAMPBELL	ELLEN	FORRY	KATHERINE
ACHEY	BENJAMIN	CARGILL	SHARON	FOUSE	ELIZABETH
ACKER	SHANE	CARL	BARBARA	FRANCO	JODEE
ACKLEY	MEGAN	CARLE	DONNA	FRENCH	DEBORAH
AL FAYADH	HIND	CARUSO	VITA	FREY	SARAH
AL KHAZAALI	LUMA	CASEINO	CHRISTOPHER	FRISBIE	THERESA
ALOGUIN	SANDRA	CASSIDY	JOHN	FUNK	JEANNE
AMBERIK	BRITTANY	CHAPMAN	STEFANIE	GALLAGHER	JAMES
ANDERSON	TODD	CHESTER	REBECCA	GEESEY	DILLON
ARNOLD	SARAH	CHEVER	ELIZABETH	GEHLY	JAMIE
AVIS	JONATHAN	CLARK	LORI	GEHRIS	ASHLEY
BADESSA	DEBORAH	COCHRAN	RACHEL	GENDY	HANY
BAGWELL	CLIFFORD	COLYER	MARTHA	GERIDEAU	MICHELLE
BANKS	MARCIA	COMBS	SUZANNE	GIBBS	MEGAN
BARGH	ANDREW	COMI III	FRANK	GLASSMYER	ALICIA
BARRY	BONNY	COOLE	MARIA	GLATFELTER	STEPHEN
BARSHINGER	KRISTINE	COVERDALE	DONALD	GLENN	LORENA
BARTKOVSKY JR	PAUL	CROFT	DANIELLE	GOLDEN	MELISSA
BATTALINE	RALPH	CSALLNER	HEIDI	GOLDEN	PHILIP
BAUER	ELIZABETH	DANESHVAR	SHAHNAZ	GONZALEZ	CLAUDIA
BEAVER	MATTHEW	DAVIS III	LESTER	GOULD	MICHELLE
BENDER	COURTNEY	DEHOFF	KRYSTEN	GRAVER	KRISTEN
BENNETT (WILSON)	CATHERINE	DEININGER	STEPHANIE	GRAVER	TYLER
BERGER	MALEAH	DEITRICH	CHRISTINA	GRIFFITH	JULIA
BEYER	MICHELLE	DENNES	PAULA	GROVE	PEGGY
BINKLEY	ABBY	DEPICCIOTTO	VICTOR	GRUBB	DANICA
BINKLEY	MEGAN	DIAMOND	CATHERINE	GUERRISI	THERESA
BISHOP	ERIKKA	DIEHM	STEPHANIE	HADEN	DANIEL
BISHOP(SARMENTO)	VICTORIA	DILLEY	MATTHEW	HAMMER	JEAN
BLAIN	GORDEN	DIMINICK	LUKE	HAMMER	MEGAN
BLECHSCHMIDT	COURTNEY	DINUNZIO	DEBORAH	HANKINS	KIMBERLY
BLEILER	ROBERT	DIPRETORE	PAMALA	HARRAR	ALISON
BLEVINS	RYAN	DODD	SARAH	HARRIS	NOELL
BLEVINS	SAMANTHA	DONALDSON	JOSIAH	HARZER	ERIC
BLUMBERGS	SHARON	DOUGHTY	KATIE	HAZELL	DAVID
BOATWRIGHT	RACHEL	DOUGHTY	TIFFANY	HECKENDORN	DAVID
BOMGARDNER	RAYMOND	ECKMAN	MIRIAM	HECKER	KYLIE
BONNET	NANCY	EGAN	PAMELA	HEFFNER	LAUREN
BORG	ASHLEY	ENCK	HEIDI	HEIM	REBEKAH
BOYLE	MICHAEL	ENCK	NATHANIAL	HEINEY	KAYLA
BRAID	JESSICA	ENDERS	STEPHEN	HEISER	COURTNEY
BRANDT	LUKE	ENGLEHART	STEPHAN	HENSON	ABIGAIL
BREITTEGAN	PHYLLIS	ESH	MALISSA	HERR	ANDREW
BRENEMAN	HARRY	EVERHART	DAVID	HERR	CONSTANCE
BROCKELL	LISA	FAFEL	VICKI	HERR	THOMAS
BROWN	JAMES	FAY	BRIAN	HERRSCHAFT	JILLIAN
BROWN	REBECCA	FEIGENBAUM	DANNA	HERSH	STEPHANIE
BROWN	STEPHANIE	FELICETTI	CHRISTINE	HERSHEY	MATTLYN
BROWNING	MARY KAY	FINNIE	ALEXANDRA	HESS	JACQUELYN
BRUBAKER	CHRISTINE	FISH	CRAIG	HESS	MICHELE
BRUNNER	JESSICA	FISHER	AMY	HETTINGER	JESSICA
BUCKWALTER	CARLEY	FITZGERALD	MOIRAJEANNE	HIBBERD	SHERRYL
BURGER	AMY	FITZPATRICK	JAMES	HOCKENBERRY	BONNIE
BURKHOLDER	JED	FLEMING	ALEXANDRA	HOCKMAN	JESSICA
BURNS	KARISSA	FOGLE	MANDY	HOHMAN	KELSEY
CAMPBELL	CAROL	FORRESTER	KATHERINE	HONTZ	SHAWN

2016-2017 STS TEACHERS

Last Name	First Name	Last Name	First Name	Last Name	First Name
HOOVER	ELIZABETH	LONG	SETH	MUSSO	SARAH
HOOVER	PRESTON	LONGENECKER	LESLIE	MUTH	AMANDA
HORST	TYLER	LOYER	MARY	MYERS	KATHLEEN
HOSTETTER	DARREL	LYRISTIS	ZOE	MYERS	LEVI
HOWELL	TIMOTHY	MACPHERSON	MALLORY	NEALON	KIMBERLY
HREBEN	JENNIFER	MALCOMB	DIANNE	NELL	AMANDA
HUBER	LUCAS	MALEIKE	KATHERINE	NESMITH	KATRINA
HUFFORD	HEATHER	MALLOY	ASHLEY	NESTER	LINDSEY
HULL-BURG	MEGAN	MANCHAK	JESSICA	NIES	SHAWN
HUMPHREYS	KESSE	MANCINI	JASON	NIKOLAUS	THOMAS
HUNTER	JENNA	MANEY	NICOLE	NIMO	THERESA
JAESKE	MARIBETH	MAPHOSA	MANDY	NOLT	KAITLYN
JAGER	PETRINA	MARCHINI	MATTHEW	NUSBAUM	DANIELLE
JAMES	CHRISTOPHER	MARJOMAA	NICOLE	OBER	KAILA
JANSEN	ONNOLEE	MARKE	CASSANDRA	OBERLY	MATTHEW
JEFFERS	ROBIN	MARTIN	BROOKE	ORR	ERIN
JENSEN	STEPHANIE	MARTIN	DEREK	ORTIZ	LUIS
JOHNSON	JESSICA	MARTIN	JENNIFER	PACCHIONE	ALEXANDRA
JUNG	EMILY	MARTIN	LAURA	PANZARELLA	ALICIA
KADINGO	NATALIE	MAST	MARY	PATTERSON	BRITTANY
KAUFFMAN	KAITLYN	MCBRIDE	RYAN	PATTERSON	KELSIE
KEELER	KARL	McCOMSEY	AMANDA	PEARLINGI	VINCENT
KEENY	BRIAN	MCCULLOUGH	ROBERT	PECHIRO	NANCY
KEREKGARTO	LENI	MCDERMOTT	LAUREN	PEIFER	KIMBERLEE
KERNS	KEVIN	MCELHENY	ZACHARY	PEIFER	LYDIA
KILNER	MATTHEW	MCFADDEN	MARIANNE	PEIFER	SANDRA
KINEK	KALEY	MCLAUGHLIN	JUSTIN	PEIFFER	LUANN
KLAWITER	TIMOTHY	MCLEAN	HAYDN	PENA	MARY JANE
KLECKNER	KIMBERLY	MCQUATE	KIERSTIN	PETTIS	RACHEL
KLINE	AMY	MEADOWS	ROBYN	PFOUTZ	CHARLOTTE
KOLETAS	ALEXANDRA	MEANS	DENISE	PHOTIS	DORE
KOST	ANGELA	MEDENCE	ALISON	PIASKOWSKI	CRYSTAL
KRIEBEL	ALEXANDRE	MEKEEL	PAIGE	PIZZOLA	STACY
KRIZNER	LINDA	MELLINGER	DANIEL	POET	ROSE
KROW	DONALD	MELLINGER	LORIN	PONTIUS	ERIC
KRUEGER	MICHAEL	MESSNER	NICOLE	POOLE	CYNTHIA
KRUIS	JAMES	METZGER	KIERSTEN	POYCK	WALTER
KURNAT	ANDREA	MILLER	ADAM	PRATZNER	SAMANTHA
KURTZ	STACY	MILLER	ALMA	PREDMORE	JONATHAN
LAMBERT	AUSTEN	MILLER	ANGELA	RADOVANOVIC	ZELKO
LANDIS	TIMOTHY	MILLER	DANIEL R	RAILING	BETHANY
LANE	EMILY	MILLER	JESSICA	RATHBONE-FRANK	BARBARA
LANGONE	SAMANTHA	MILLER	KRISTEN	RAYHA	ELIZABETH
LASSITER	SHAWN	MILLER	NENITA	RAYMOND	LINDA
LAZO	CASEY	MILOSICH	JOHN	REASNER	TRACY
LEADER	ARIEL	MONSON	ABBY	REDDIG	CARALYNN
LEBO	MARY LOU	MOORE	CHAD	REINBRECHT	GARY
LEE	ANGELA	MORGAN	MARY	REITZEL	ANDREA
LEFEVER	MEGAN	MORRISON	JAMES	RHOADES	DENNIS
LEHMAN	CHRIS	MOSSBURG	JASON	RHOADS	CHRISTINE
LEIGH	STACEY	MOWRER	NICOLETTE	RIGNANESI	ROBYN
LEON	STEPHANIE	MUENCH	CHARLES	RINEHART	CHRISTINA
LEWIS	KRISTA	MUHSIN	ZAHRAA	RIOS	JULIA
LINGO	SCOTT	MULL	SUSAN	RISER	DESIREE
LINK	NICOLE	MULVENNA	DASIA	ROBERTS	VICKI
LLOYD	EMILY	MURPHY	KRYSTAL	RODA	MARK
LOCKNER	KAREN	MUSSELMAN	SARAH	RODRIGUEZ	EDGAR

2016-2017 STS TEACHERS

Last Name	First Name	Last Name	First Name
ROTEN	STEPHANIE	STONER	SHANDRA
ROWELL	HEATHER	STOYANOVITCH	DANE
RUNYEON	KRISTINA	STRAUSE	LINDSAY
RUSSO	GUY	STRAUSE	VIRGINIA
RYNIER	TERESA	STROH	MIRIAM
SAMAAN	EZZAT	STROHL	BONNIE
SARGEN	COLLEEN	STUART	ANNE
SAUDER	MANDY	TABBUTT	JACLYN
SAVAGE	MARY	TALAMANTEZ	ASHLEY
SAWYER	YULIA	TARR	JENNIFER
SCANLON	DONNA	TEKLITS	JOSEPH
SCHAEFER	KIMBRA	THOMAS	AMANDA
SCHAIBLE	RON	THOMAS	PHILLIP
SCHIEBER	RUTH	THOMAS	SARA
SCHMITTEL	HANNAH	TICE	JONATHAN
SCHOBER	BENJAMIN	TOMS	ASHLEY
SCHWABE-FRY	NANCY	TOWLER	DAWN
SCHWINDINGER	CHRISTINA	TRANSUE	ALLISON
SCIARRETTA	CLAUDIA	TRAVIS	ZACKARY
SEDEFOGLU	SARAH	TRUXAL	E. SUSAN
SELL	VICTORIA	UMHOLTZ	KIRBY
SERGEYEV	ELINA	VALENCIA	KAYLENE
SEYFRIED	PATRICK	VAN VLIET	ANTONIA
SHAAK	NICOLE	VON GEHR	DARETH
SHAFFER	KARI	WAGENER	ANDREW
SHARPE	KATIE	WAGNER	HENRY
SHENK	DERRECK	WALSH	SAMANTHA
SHIFFER	JAMES	WANCE	KAYLENE
SHOPE	STACY	WAWROUSEK	MARY BETH
SHORTES	BRIAN	WEAVER	BRADDEN
SHOWVAKER	RENEE	WEAVER	SCOTT
SHUEY	KERILEE	WEBER	JESSICA
SHULENBERGER	CHRISTA	WEIDLE	SETH
SHUTTER	LISA	WELLS	KENNETH
SIEPIETOWSKI	CODY	WENDLER	BRITTANY
SIGMAN	JENNIFER	WENGER	ANNA
SIMMONS	EMILY	WENNERHOLT	JENNIFER
SIMMONS	RITA	WHEELER	D JANINE
SINDALL	JONATHAN	WHITE	TAMARA
SIPES	CHRISTA	WICKSTROM	SUZANNE
SMITH	BLAKE	WILSON	KAITLYN
SMITH	MELISSA	WINTERS	TANYA
SMITH	MICHELE	WISE	LARRY
SMOKER	JOANNE	WOLF	JANE
SNADER	PATRICIA	WOODS	AMANDA
SODEN	VINCENT	WORRELL	SHIRLENE
SPIESE	ROSE MARIE	WRIGHT	KELLIE
SPRANCE-LOSER	DAWN	YEAGER	LORI
SPURLOCK	JOHN	YEARWOOD	ELIZABETH
STAHL	JANA	YODER	MELANIE
STAUFFER	RANDAL	YOHE	ROCHELLE
STEWART	CYNTHIA	ZEAMER	DANIELLE
STEWART	JAMES		
STEWART	SAMANTHA		
STILLWAGON	SHELLY		
STOLTZFUS	AMY		
STOLTZFUS	GENTRY		



Dear School Administrator,

Seton Hill University is pleased to have a partnership with Appalachia Intermediate Unit 8 to host a Dual Enrollment/Early College World Language program. Our agreement with IU8 provides secondary school students and Seton Hill University students the opportunity to take college-level language courses in Arabic, Chinese, Japanese, Latin, and Russian. The courses are offered and hosted by IU8 with credit granted to students through Seton Hill University.

Thanks you for your interest in our program and partnership. If you have additional questions please contact Dr. Patricia Mulroy, Virtual Learning Specialist at IU8, by phone or email at pmulroy@iu08.org or [570-350-4646](tel:570-350-4646).

Sincerely,

A handwritten signature in cursive script that reads "Barbara C. Hinkle".

Barbara C. Hinkle
Vice President for Administration and the Registrar

PROPOSAL FOR SERVICES

Overview

The Appalachia Intermediate Unit #8 (IU8) is pleased to submit this proposal for services to Seton Hill University, a Pennsylvania non-profit institution located at 1 Seton Hill Drive, Greensburg, PA 15601 (the University) to support University students as well as other IU8 students in settings who cannot access high quality language instruction. Our objective is to provide increased student opportunities by providing language courses in both an online synchronous and asynchronous learning environment. Working with Seton Hill, we can network student scheduling across multiple schools and districts to create classes across the state that provide interaction among students as they learn to speak, listen, and write about other languages (and the corollary 5 C standards of language instruction).

The following languages will be offered: Latin, Japanese, Chinese (Mandarin), Arabic, and Russian.

Objectives

- To work with Seton Hill University to provide a cost effective way to deliver high quality language instruction to constituents of IU8 and other students in Pennsylvania.
- To build teacher capacity for online and blended learning environments through live and online teacher training.
- To provide flexible opportunities for both live online and asynchronous language instruction.

Opportunity

- Students in rural IU8 will have opportunities to experience a robust language program through the partnership.
- Seton Hill University students will have an opportunity to take courses in a wide variety of languages.

Accountability

IU8 will lead, facilitate, and manage language instruction through synchronous, asynchronous, online learning and networking through the IU8 language curriculum and platform. Students will begin instruction at the start of the University academic year with the potential of completing a full course each semester (equivalent to 1 credit in the high school curriculum and 3 credits in the college system).

Responsibilities of the Parties

IU8 agrees to:

- Offer appropriate online, face-to face, and asynchronous learning aligned with the American Council of Teaching Foreign Language (ACTFL) standards.
- Maintain confidential student records and communication.
- Provide timely communication around assignments, instruction, and grading.
- Share successes and concerns with district and university facilitators and administrative teams.
- Fully include the University as partners in developing, implementing, and sustaining a high quality language instruction program. All courses offered through this agreement must have been approved by Seton Hill University and must be listed in the University catalog.

The University agrees to:

- Provide reasonable access to appropriate individuals at SHU to facilitate the technology and instructional environment for students.
- Provide appropriate access to technology and support for students.
- Work with IU8 in scheduling and relevant training and consultation.

Financial Arrangement

For each high school registration, IU8 will pay the University \$225. Students may take more than one course, and payment of \$225 will be made per course.

For each University student registration, the University will pay IU8 \$300. Students may take more than one course, and payment of \$300 will be made per course.

Payment will be made no later than one month after the course has started.

Term and Termination

This agreement will commence upon the signing date below, and will continue annually unless either party submits, in writing, a notice to discontinue the agreement. Such notice must be delivered no later than March 1 prior to the start of the next academic year. Any class that has started will continue to its completion date in the case of a notice to discontinue the agreement.

For *Penn Manor School District*

Signature: 

Name: CHERYL A. STOFFER

Title: Asst. Supt.

Date: 8/9/16

For *Appalachia Intermediate Unit #8*

Signature: 

Name: Dr. Patricia T. Mulroy

Title: Virtual Learning Specialist

Date: 7-28-16

Signature: 

Name: Dr. Tom Butler

Title: Executive Director

Date: 7-28-2016

PENN MANOR SCHOOL DISTRICT - AUGUST 15, 2016
 REAL ESTATE TAX EXONERATION
 2016 REAL ESTATE TAX EXONERATION
 2015 REAL ESTATE TAX EXONERATION
 2014 REAL ESTATE TAX EXONERATION

<u>BILL NO.</u>	<u>NAME</u>	<u>TAX PARCEL</u>	<u>REASON</u>	<u>ASSESSMENT CHANGE</u>	<u>TAX DOLLARS LOST</u>
CONESTOGA TOWNSHIP					
12016-3-947	Long, Ronald Alan & Sylvia Marie	1200057600000	Disabled Veteran	\$ 13,600.00	\$ 262.07
MANOR TOWNSHIP					
41016-3-5424	Penn Manor School District	4100199900000	District Property	\$ 167,000.00	\$ 3,218.09
41016-3-5425	Penn Manor School District	4106022900000	District Property	\$ 161,000.00	\$ 3,102.47
41016-3-5866	Robb, Mary Jo	4101258400000	Building Removed	\$ 9,300.00	\$ 179.21
41016-3-6354	Shauley, Nicholas L	4109214700000	Disabled Veteran	\$ 120,000.00	\$ 2,312.40
41016-3-5921	Rohrer Dairy Farms	4103148700000	Building Removed	\$ 100,900.00	\$ 1,944.34
MARTIC TOWNSHIP					
43016-3-1285	McCullough, Larry L	4300437800000	Disabled Veteran	\$ 3,300.00	\$ 63.59
43016-3-2212	Zofsak, David D	4302984300000	Disabled Veteran	\$ 13,000.00	\$ 250.51
MILLERSVILLE BOROUGH					
44016-3-1715	Sprint Nextel Property Svcs	4409818350001	Utility-Parcel Retired	\$ 3,100.00	\$ 59.74
44015-3-1715	Sprint Nextel Property Svcs	4409818350001	Utility-Parcel Retired	\$ 3,100.00	\$ 55.83
44014-3-1715	Sprint Nextel Property Svcs	4409818350001	Utility-Parcel Retired	\$ 3,100.00	\$ 54.59

PENN MANOR SCHOOL DISTRICT

TITLE: Director of Buildings & Grounds
DEPARTMENT: Buildings and Grounds
REPORTS TO: Business Manager
GRADE: Administration – Grade 27
FLSA: Exempt

SUMMARY OF PURPOSE

Under the direction of and reporting to the Business Manager, the Director of Buildings and Grounds shall be responsible for all aspects of the maintenance, grounds, construction or reconstruction of school facilities, including research, analysis and design; provide liaison between the District and agencies of the State, County, and City governments; plans, directs and coordinates the District risk and assets management and safety programs. The Director operates within the framework of performance and ethical standards among all district staff.

ESSENTIAL FUNCTIONS

1. Government Regulations (Safety and Environmental)
 - a. Provides support and assistance in the compliance of various regulations including Radon, RTK, and Life Safety Systems.
 - b. Is familiar and maintains compliance with all local, state, and federal codes involving custodial and maintenance activities.
2. Safety/Emergency Management
 - a. May serve as representative to the Safety Committee.
 - b. Prepares plans for emergency situations.
 - c. Works with individual building principals implementing emergency procedures.
3. Coordinate and oversee maintenance and operations for the District; assure proper care, cleaning, maintenance and repair of grounds, buildings and facilities are completed for quality and safety.
4. Schedules and supervises preventative maintenance on all buildings, grounds, environmental systems and equipment. Submits prioritized budgetary requests to overall budget process to Business Manager. Monitors ongoing spending versus budget.
5. Coordinate, implement and supervise the bidding process, construction, modernization, and reconstruction of schools and district facilities, along with the Business Manager, monitor project costs for containment within budget.
6. Reviews and administers the budget for maintenance, and custodial supplies and equipment.
7. Conducts periodic inspections of all school facilities for cleanliness, mechanical operation, and safety.

POSITION MANAGEMENT GUIDE - Page 2

TITLE: Director of Buildings & Grounds
DEPARTMENT: Buildings and Grounds
REPORTS TO: Business Manager
CLASS: Administrative – Grade 27

8. Assists in the training of new and current employees as required. Ensures compliance with all state and federal regulations.
 - a. In conjunction with the Maintenance and Custodial Supervisor, recommends on-going training, as well as supervising grounds and receiving employees.
 - b. Recommends and develops work orders needed to ensure district building and grounds maintenance.
 - c. Generates various monthly reports as required.
 - d. Assists in the development of standardized procedures for maintenance and custodial functions.
 - e. Recommends and develops short and long range District Facility Master Plans as directed.
 - f. Along with the Maintenance and Grounds Supervisor, reviews outstanding/incomplete work orders and provides oversight on priorities of work that needs to be completed. Assures efficient performance and Human Resources management of all maintenance and custodial staff within District Human Resources policies and guidelines.
 - g. Completes annual performance appraisals for all direct reports and reviews the performance appraisals for all maintenance and custodial employees.
9. Handles construction projects and contracted services by:
 - a. Assisting with the development of specifications and the monitoring of contracted projects.
 - b. Monitoring, supervising, and inspecting the work of all outside contract work being done for the district and verifying that contracts have been fulfilled and authorizes payment.
10. Initiates assignment, transfer, promotion, demotion, or dismissal of custodial and maintenance personnel.
11. Monitors security access system.
12. Troubleshoots HVAC, electrical, and other problems with staff.
13. Makes recommendations for the determination of rent-or-buy decisions and optimum timing of replacements for equipment assigned to the department.
14. Stays informed of the latest trends, developments, and products in the areas of maintenance, repair, and upkeep. Transfers knowledge to maintenance and custodial staff.
15. Presents a professional public image and creates positive public relations within the community.
16. Maintains computerized preventive maintenance program.
17. Compiles annual budget and ensures that expenditures stay within guidelines. Issues purchase orders and ensure vendors are paid properly.

TITLE: Director of Buildings & Grounds
DEPARTMENT: Buildings and Grounds
REPORTS TO: Business Manager
CLASS: Administrative – Grade 27

18. Interacts with Board of School Directors on matters pertaining to budget, construction updates, bid awards, and general information regarding operations. Serves as District representative in obtaining appropriate permits for projects; is the subject matter expert (SME) on project scope and validity. May be required to communicate information at Board of School Directors Meetings and public hearings.
19. Contributes to the effective team management of all school district problems, issues, and opportunities.
20. Provides energy management improving conservation and operational efficiencies.
21. Reviews and maintains compliance with Right-To- Know and pesticide regulations, Labor and Industry Fire Code, IBC, and all federal and state building regulations.
22. Responds to emergencies, may be required to be available on 24-hour call for the purpose of determining and implementing appropriate actions required to resolve situations.
23. Prepares a wide variety materials, documents and is proficient in Microsoft Office Suite, School Dude, eschool mall programs.
24. Maintains SDS files for the purpose of ensuring District compliance with Federal, State and District legal requirements.
25. Must hold and maintain a valid driver's license for the type of equipment to be driven, with no serious violations.
26. Performs other duties as assigned and as deemed necessary by the Business Manager

MARGINAL FUNCTIONS

Marginal functions will vary with the specific assignment, and depend on the particular unit or function for which the person is responsible.

SCOPE AND IMPACT

This position accomplishes most of its tasks through complex procedures exercising a good deal of judgment when necessary. Normal contacts are both inside and outside the school district. Internal include the Superintendent, teachers, students, administrators, Board of School Directors, and other department employees. Outside contacts include the public, suppliers, and individuals from other school districts outside regulatory agencies and departments.

MINIMUM REQUIREMENTS

This position requires a college degree in engineering or related field plus eight (8) to ten (10) years of supervisory, maintenance and business experience, and prior experiences as a Facilities Manager is required. Must have knowledge of asbestos, radon gas, underground fuel tanks, water supply pollution, hazardous materials disposal, polychlorinated biphenyls, and "Right-to-Know," in addition to expertise in the following areas: HVAC systems, mechanical, electrical, motors/compressors, roofing, construction, custodial, grounds maintenance, Human Resources

TITLE: Director of Buildings & Grounds
DEPARTMENT: Buildings and Grounds
REPORTS TO: Business Manager
CLASS: Administrative – Grade 27

supervision, industrial cleaning, indoor air quality protocols, maintenance practices and Federal, State and District safety practices and procedures.

SPECIAL SKILLS

Ability to relate to and function effectively with people of varying backgrounds and positions.
Ability to communicate effectively and possess a positive and professional attitude toward duties and responsibilities.

PHYSICAL/MENTAL REQUIREMENTS/ENVIRONMENT

Physical -	Sit:	40%	Drive:	50% License required
	Walk/Stand:	35%	Body Movements:	Some awkward
			Lifting:	Some lifting up to 50 pounds

Mental - Ability to interpret, analyze, and problem solve; detailed written and verbal communications.

Environment - Normal office environment, outside temperature may fluctuate and in a generally hazard free environment.

The above description covers the most significant essential and marginal functions but does not exclude other occasional responsibilities and accountabilities the inclusion of which would be in conformity with the major purpose of this job.

Date: August 15, 2016

JOB DESCRIPTION

Title: Coordinator of Alternative Education for Disruptive Youth (AEDY) Program.

Reports to: High School Principal

JOB GOAL: The Coordinator of the AEDY program is charged with providing support services to students in grades 7 to 12 who have demonstrated difficulty succeeding in the regular school program.

STATUS: The position of Coordinator of the AEDY program is a 195-day position. The Coordinator is expected to work from 9:55 AM to 5:30 PM on all days when regular student classes are scheduled. Additionally the Coordinator works fourteen non-student days at the direction of the high school principal. The coordinator is eligible for compensation and benefits as defined by the Penn Manor School District negotiated contract for professional employees.

QUALIFICATIONS: The Coordinator of the AEDY program is required to possess a teaching or counseling certification through Pennsylvania's Department of Education and must have experience working with at-risk students and teens.

According to the Department of Education, educational requirements for teacher certification generally include: completing a bachelor's degree, successful completion of a state approved teacher certification program (a student teaching experience) and must hold an overall 3.0 grade point average, and must also take required state examinations per subject area.

PERFORMANCE RESPONSIBILITIES:

1. Prepare documentation and supportive data for the completion/submission of alternative education grant requests.
2. Assist in the writing of the annual budget for allocation of funds.
3. Support high school administrators to provide supervision of student groups in the cafeteria, hallways, school dismissal and large group sessions.
4. Work closely with the district administration, counselors and administrative support staff to maintain current and accurate reporting/records.
5. Coordinate activities in Penn Manor's AEDY program to include:
 - a. Monitor and maintain attendance records.
 - b. Monitor and maintain conduct and discipline records. Monitor and maintain grade reporting records.
 - c. Monitor and maintain daily schedule
 - d. Monitor and maintain Sapphire portal account as site administrator
 - e. Coordinate with the high school administration to manage enrollment and withdrawal process.
 - f. Coordinate with the high school/ program administration and counselor to coordinate/manage the program events.
 - g. Provide assistance to AEDY teaching staff.
 - h. Provide feedback of all AEDY events.

- i. Assist Program Administrator with writing and implementing AEDY program policy and procedures.
 - j. Plan and facilitate academic strategies, enrichment and career based instruction activities.
6. Support the high school and middle school administration in implementing programs to facilitate the transition of new students to the Penn Manor School District.
7. Support the high school and middle school administration/counselors in implementing programs to facilitate the transition of students returning from alternative education placements.
8. Attend Student Assistance Team meetings in the high school.
9. Assist the high school administration by helping to identify at-risk students and channeling them to the appropriate services they need. (Guidance, SAP, administration, etc.)
10. Serve as a liaison between community agencies and the high school to establish acceptable community service sites throughout the Lancaster area.
11. Assist the high school administration with AEDY end-of-year State reporting.

GENERAL SKILLS AND CAPABILITIES:

- appropriate keyboarding skills
- proficiencies with technological communication tools including, but not limited to word processing, internet access and utilization, online budgeting and the full and effective use of the district's email software
- a valid Pennsylvania driver's license and access to independent transportation
- ability to communicate well at all organizational levels
- ability to create and delegate assignments
- ability to exercise good judgment in prioritizing tasks and decision making
- ability to maintain confidentiality
- ability to form appropriate relations and to work as a team member

PHYSICAL AND PERSONAL LIMITATIONS AND REQUIREMENTS:

- repetitive movement of fingers and hands for keyboarding
- visual acuity to read significant amounts of correspondence, reports and computer screen data
- auditory acuity for telephone and oral communication
- a temperament appropriate for work as a team member and manager
- frequent walking and standing
- manual dexterity for the operation of office equipment
- some carrying and lifting - 15 to 30 pounds
- ability to speak clearly and distinctly

Adopted: May 12, 2008

Revised: August 15, 2016

PENN MANOR SCHOOL DISTRICT

August 15, 2016 Board Agenda

New employees for the 2016-2017 school year:

O'Donnell, Emily M. – elementary professional employee, full-time, permanent position, B.S. +24 Degree, 3 years experience, Step 4, \$45,803, pending receipt of required documents. Assignment: Grade 5 Teacher/Central Manor Elementary School

Mrs. O'Donnell graduated from Kutztown University with a BS in Elementary Education K-6. Emily has a dual degree in special education with a certification in visual impairments. She has been a teacher for the visually impaired for the past 5 years in Maryland and Delaware. Emily has been the director of a residential camp for blind children located in Avalon, NJ. Emily, and her husband, Michael, reside in Millersville. She is an avid runner and will be completing her 4th half-marathon in the fall.

Heiser, Courtney M. – secondary professional employee, full-time, long-term substitute, first semester, B.S. Degree, no experience, Step 1, \$43,087 [\$20,976.23 prorated 88 days plus 4.5 in-service days], pending receipt of required documents. Assignment: Math Teacher/Penn Manor High School

Miss Heiser graduated from Bloomsburg University in May 2013 with a BS in Mathematics. She completed her student teaching at Shikellamy High School. Previously, Courtney was employed as an Algebra I teacher at Helen Thackston Charter School in York during the 2014-2015 school year. Courtney worked as an extended day-to-day substitute at Lampeter-Strasburg High School and Penn Manor High School during the 2015-2016 school year.

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

Cox, Kathryn Y.* – elementary professional employee, full-time, permanent position, [change from Central Manor/Martic Elementary Schools]. Assignment: ESL Teacher/ Pequea Elementary School

Dourdis, Clarinda D.* – elementary professional employee, full-time, permanent position, [change elementary/secondary professional employee, Manor Middle/Central Manor Elementary Schools]. Assignment: Speech/Language Impaired Teacher/Central Manor Elementary with support @ Eshleman Elementary, if needed

Henry, Michelle C.* – elementary/secondary professional employee, full-time, permanent position, [change from Marticville Middle/Eshleman/Letort Elementary Schools]. Assignment: Speech/Language Impaired Teacher/Letort Elementary/Marticville Middle/Conestoga @ MVMS

Hockley, Alissa J.* – elementary professional employee, 59.4%, part-time, permanent position, [change from Eshleman Elementary School]. Assignment: ESL Teacher/Central Manor/Eshleman Elementary Schools

Hohenwarter, Emily N.* – elementary/secondary professional employee, full-time, permanent position, [change from elementary professional employee, Conestoga/Martic Elementary Schools]. Assignment: Speech/Language Impaired Teacher/Manor Middle/Martic/Conestoga @ Martic/Conestoga @ Pequea

O'Brien, Jamie L.* – elementary professional employee, full-time, permanent position, [change from Martic/Pequea Elementary Schools]. Assignment: Speech/Language Impaired Teacher/Pequea Elementary School/Conestoga@ Pequea

Board	Last	First	Position	Building	Hours per	Days per	Rate	Status	Total Overall	Notes
Action	Name	Name			Day	Year			Daily Hours	
8/15/2016	NISSLEY	BETTY	ERA-TITLE I	CENTRAL MANOR	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	DELLESTATE	STEPHANIE	ERA-TITLE I	CONESTOGA	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	DEBERDINE	DEBRA	ERA-TITLE I	HAMBRIGHT	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	SEIGER	JENNIFER	ERA-TITLE I	HAMBRIGHT	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	STEVENS	TRACY	ERA-TITLE I	HAMBRIGHT	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	LUTTER	VALERIE	ERA-TITLE I	MARTIC	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	BIERLY	KAREN	ERA-TITLE I	MANOR	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	CARLE	DONNA	ERA-TITLE I	MANOR	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	MUNSTER	MARY	ERA-TITLE I	MANOR	5.00	181	\$15.83	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	MAULE	JESSICA	PLAYGROUND ASSISTANT	PEQUEA	1.50	180	\$9.44	Permanent	4.50	Effective 8/24/16
8/15/2016	MAULE	JESSICA	ERA-ENROLLMENT RELATED	PEQUEA	3.00	180	\$9.44	For the 2016-2017 school year only	4.50	Effective 8/24/16
8/15/2016	KATHLEEN	RAILING	ERA-ENROLLMENT RELATED	PEQUEA	3.00	180	\$13.93	For the 2016-2017 school year only	3.00	Effective 8/24/16
8/15/2016	KRAMER	ANDREA	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	5.00	180	\$9.90	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	ROHRER	MARY	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	3.50	180	\$9.44	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	SANDT	KAREN	PLAYGROUND ASSISTANT	CENTRAL MANOR	1.50	180	\$9.44	Permanent	5.00	Effective 8/24/16
8/15/2016	SANDT	KAREN	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	3.50	180	\$9.44	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	BEANS	JOY	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	2.50	180	\$9.73	For the 2016-2017 school year only	2.50	Effective 8/24/16
8/15/2016	ROHRER	JENNIFER	BUILDING ASSISTANT	CENTRAL MANOR	5.00	180	\$10.37	Permanent	5.00	Effective 8/24/16
8/15/2016	KELLENBERGER	JILL	BUILDING ASSISTANT	PEQUEA	1.00	180	\$10.87	Permanent	2.50	Effective 8/24/16
8/15/2016	ROHRER	MARY	CAFETERIA ASSISTANT	CENTRAL MANOR	1.50	180	\$9.44	Permanent	5.00	Effective 8/24/16
8/15/2016	RAILING	KATHLEEN	CAFETERIA ASSISTANT	PEQUEA	0.50	180	\$13.93	Permanent	2.00	Effective 8/24/16
8/15/2016	GRIFFITH	PAT	ERA-ACADEMIC SUPPORT	CONESTOGA	0.50	180	\$10.43	For the 2016-2017 school year only	3.00	Effective 8/24/16
8/15/2016	HENSON	KIMBERLY	ERA-ACADEMIC SUPPORT	CONESTOGA	1.00	180	\$10.71	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	MARTIN	LISA	ERA-ACADEMIC SUPPORT	CONESTOGA	3.00	180	\$13.42	For the 2016-2017 school year only	3.00	Effective 8/24/16
8/15/2016	WAKEFIELD	CHRISTINE	ERA-ACADEMIC SUPPORT	CONESTOGA	1.50	180	\$11.11	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	WAKEFIELD	CHRISTINE	BUS AIDE	CONESTOGA	2.00	180	\$11.11	For the 2016-2017 school year only	5.00	Effective 8/24/16

8/15/2016	*	HENSON	KIMBERLY	BUS AIDE	CONESTOGA	2.00	180	\$10.71	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		DRUMMIKLOS	CHERYL	ERA-ACADEMIC SUPPORT	ESHELMAN	5.00	180	\$12.02	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		FROELICH	SUSAN	ERA-ACADEMIC SUPPORT	ESHELMAN	3.00	180	\$11.48	For the 2016-2017 school year only	4.50	Effective 8/24/16
8/15/2016		GREIDER	ANNE	ERA-ACADEMIC SUPPORT	ESHELMAN	3.00	180	\$9.73	For the 2016-2017 school year only	3.00	Effective 8/24/16
8/15/2016		HIGHTOWER	IRENE	ERA-ACADEMIC SUPPORT	ESHELMAN	2.00	180	\$9.44	For the 2016-2017 school year only	2.00	Effective 8/24/16
8/15/2016		MAYZUM	MANDY JO	ERA-ACADEMIC SUPPORT	ESHELMAN	5.00	180	\$10.15	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		AULT	MARGARET	ERA-ACADEMIC SUPPORT	HAMBRIGHT	0.50	180	\$9.73	For the 2016-2017 school year only	2.00	Effective 8/24/16
8/15/2016		BITTS	DIANE	ERA-ACADEMIC SUPPORT	HAMBRIGHT	5.00	180	\$12.11	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		ORLICK	KAREN	ERA-ACADEMIC SUPPORT	HAMBRIGHT	5.00	180	\$9.73	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		WHIRT	CHRISTINA	ERA-ACADEMIC SUPPORT	HAMBRIGHT	5.00	180	\$11.57	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	*	ORTIZ	MARICELI	BUILDING ASSISTANT	HAMBRIGHT	5.00	180	\$9.90	Permanent	5.00	Effective 8/24/16
8/15/2016		ESHELMAN	PAMELA	ERA-ACADEMIC SUPPORT	LETORT	4.00	180	\$11.06	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		FLATLEY	MICHELLE	ERA-ACADEMIC SUPPORT	LETORT	3.00	180	\$11.06	For the 2016-2017 school year only	4.00	Effective 8/24/16
8/15/2016	*	FLATLEY	MICHELLE	PLAYGROUND ASSISTANT	LETORT	1.00	180	\$11.06	Permanent	4.00	Effective 8/24/16
8/15/2016		BACHMAN	CHRISTINE	ERA-ACADEMIC SUPPORT	PEQUEA	5.00	180	\$13.53	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		BREIDENSTEIN	JESSICA	ERA-ACADEMIC SUPPORT	PEQUEA	5.00	180	\$9.73	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		WICKSTROM	SUZANNE	ERA-ACADEMIC SUPPORT	MARTICVILLE	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		CHU	STEPHANIE	ERA-ACADEMIC SUPPORT	HIGH SCHOOL	2.00	180	\$9.44	For the 2016-2017 school year only	2.00	Effective 8/24/16
8/15/2016		WICKERSTROM	SUZANNE	ERA-ACADEMIC SUPPORT	MARTICVILLE	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		SMITH	AMY	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	5.00	180	\$9.44	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	*	JURGATIS	CHARLENE	BUILDING ASSISTANT	CENTRAL MANOR	2.00	180	\$9.28	Permanent	5.00	Effective 8/24/16
8/15/2016	*	JURGATIS	CHARLENE	CAFETERIA ASSISTANT	CENTRAL MANOR	0.50	180	\$9.28	Permanent	5.00	Effective 8/24/16
8/15/2016	*	JURGATIS	CHARLENE	PLAYGROUND ASSISTANT	CENTRAL MANOR	1.50	180	\$9.28	Permanent	5.00	Effective 8/24/16
8/15/2016		JURGATIS	CHARLENE	ERA-ACADEMIC SUPPORT	CENTRAL MANOR	1.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		LEHR	KAREN	ERA-ACADEMIC SUPPORT-FLEX	CON. MAR. LETORT, ESH	5.00	180	\$12.58	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		EISENHauer	KRISTIN	ERA-ACADEMIC SUPPORT-FLEX	CM/HAM (SEM 1), CM (SEM 2)	5.00	180	\$9.73	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016	*	KLINE-COOPER	MARSHA	ERA-ACADEMIC SUPPORT-FLEX	HAM/CENTRAL MANOR	2.50	180	\$9.76	For the 2016-2017 school year only	3.50	Effective 8/24/16
8/15/2016		SPEARING	SHANNON	ERA-ACADEMIC SUPPORT-FLEX	PEQ (SEM 1)	5.00	180	\$9.73	For the 2016-2017 school year only--semester 1	5.00	Effective 8/24/16
8/15/2016		STRINGER	ASHLEY	ERA-ACADEMIC SUPPORT	MARTIC	5.00	180	\$9.28	For the 2016-2017 school year only	5.00	Effective 8/24/16
8/15/2016		FISHER	ROBERT	CUSTODIAN	MARTICVILLE	5.00	180	\$11.44	Permanent	5.00	Effective 8/24/16

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

2016 FALL COACHING CONTRACTS

Sport	Coach	Title	Salary Schedule	2016-17 Salary
Football	John Brubaker	Head Varsity	8,610	8,610
	Mike Burke	Var. Asst.	4,920	5,000
	Ethan Martin	Assistant	4,430	4,000
	Joe Kreider	Assistant	4,430	4,000
	Ben Schober	Assistant	4,430	4,000
	John Tercha	Assistant	4,430	4,560
	Streeter Stuart	Head Frosh	4,430	4,200
	Barry Groff	Frosh Asst.	4,430	3,600
	Josh Barben	Frosh Asst.	0	2,000
	Steve Weidner	Head M.S.	4,430	3,600
	Pat Weaver	M.S. Asst.	4,430	3,200
	Edward "Dan" Baer	M.S. Asst.	0	2,200
	Kevin Hertzog	Equip. Manager		
Total for Football			48,970	48,970
Girls Tennis	Alison Fetter	Head Varsity	4,470	4,470
	Melissa Jones	Volunteer		
	Ron Baker	Volunteer		
Total for Girls Tennis			4,470	4,470
Girls Volleyball	Tim Joyce	Head Varsity	5,730	5,030
	Megan Miller	Asst. to Varsity	3,750	3,750
	Scott Files	Asst. JV		700
	Erika Dutchess	Volunteer		
	Remington Sangrey	Volunteer		
Total for Girls Volleyball			9,480	9,480
Boys Soccer	Paul Taylor	Head Varsity	6,430	6,430
	Jacob Marino	Asst. to Varsity	3,750	3,750
	Matt Nargi	JV Coach	3,320	3,320
	TBA	JH Head Coach	3,320	3,320
	Joe Herman	Asst. JH	3,320	3,320
Total for Boys Soccer			20,140	20,140
Girls Soccer	Carli Brill	Head Varsity	6,430	6,430
	Logan Kramer	Asst. to Varsity	3,750	3,750
	Wes Smith	JV	3,320	3,320
	Jourdan Brill	JH Head Coach	3,320	3,320
	Rachel Hess	JH JV	3,320	3,320
	Jess Manchak	Volunteer		
	Jerry Campanaro	Volunteer		
Total for Girls Soccer			20,140	20,140
Cross Country	Robert Ulmer	Head Varsity	5,900	4,475
	Tom Ecker	Asst. to Varsity	3,860	4,475
	Dan Myers	Assistant	2,090	2,000
	Andrea Kramer	Assistant	0	600
	Dawn Deets	Assistant		300
Total for Cross Country			11,850	11,850
Field Hockey	Matt Soto	Head Varsity	6,430	6,430
	Denise Gobretch	Asst. to Varsity	3,750	3,691
	Kelly Harsh	Assistant	3,320	3,688
	Jen Kroesen	Assistant	3,320	3,296
	Lindsay Gerner	Assistant	3,320	3,035
Total for Field Hockey			20,140	20,140
Golf	Tom Reustle	Head Varsity	4,470	4,470
	Don Landis	Volunteer		
Total for Golf			4,470	4,470
Cheerleading	Janna Ames	Head Varsity	6,430	6,430
	Brittani Sprankle	Asst. to Varsity	3,750	3,500
	Kayla Sheppard	Assistant	2,640	2,890
Total for Cheerleading			12,820	12,820
Total for Fall Sports 2016			152,480	152,480

2016-2017 Team Leaders

Marticville Middle School

Deb Goodhart		\$ 2,467.00
Ken Webster		\$ 1,850.00
Brad Aungst		\$ 1,850.00
Lisa Bitler	Special Ed	\$ 1,850.00
Steve Evans		\$ 1,850.00

Manor Middle School

Carrie Aukamp		\$ 1,850.00
Erin Kreck		\$ 1,850.00
Jen Ennis		\$ 2,065.00
Maricia Kligge		\$ 1,850.00
Connie Jackson		\$ 1,850.00
Curt Elledge	Special Ed	\$ 1,850.00

	Position	% POSITION	PAY GRADE	POSITION PAY	LAST NAME	FIRST NAME	ACTUAL %	ACTUAL PAY
PMHS	Audio-Visual Director	1.00	Pay Grade 17	2,240.00	Himes	Jeff	1.00	2,240.00
PMHS	Newspaper	1.00	Pay Grade 18	2,370.00	Angelucci	Lisa	1.00	2,370.00
PMHS	Yearbook	1.00	Pay Grade 19	3,590.00	Murphy	Michelle	1.00	3,590.00
PMHS	Chess Team Advisor	1.00	Pay Grade 12	1,580.00	Yearsley	Jim	1.00	1,580.00
PMHS	Science Fair	1.00	Pay Grade 14	1,660.00	Beaver	Kathleen	1.00	1,660.00
PMHS	Rocket Club	1.00	Pay Grade 13	1,630.00	TBD		1.00	1,630.00
PMHS	Model UN	1.00	Pay Grade 2	590.00	Bookman	Sallie	1.00	590.00
PMHS	Senior Class Advisor	1.00	Pay Grade 4	890.00	Basile	Brandy	1.00	890.00
PMHS	Senior Class Advisor	1.00	Pay Grade 4	890.00	Sheerer	Liz	1.00	890.00
PMHS	Junior Class Advisor	1.00	Pay Grade 3	760.00	Mayo	Lisa	1.00	760.00
PMHS	Junior Class Advisor	1.00	Pay Grade 3	760.00	Mercadante	Holly	1.00	760.00
PMHS	Student Council	1.00	Pay Grade 13	1,630.00	Nesmith	Jeremy	0.50	815.00
PMHS	Student Council				Kramer	Billie Jo	0.50	815.00
PMHS	Quiz Bowl	1.00	Pay Grade 18	2,370.00	Bookman	Sallie	1.00	2,370.00
PMHS	Quiz Bowl	1.00	Pay Grade 18	2,370.00	Meier	Chris	1.00	2,370.00
PMHS	Mock Trial	1.00	Pay Grade 16	2,000.00	Boxleitner	Jon	1.00	2,000.00
PMHS	National Honor Society	1.00	Pay Grade 4	890.00	Henderson	Jodie	0.50	445.00
PMHS	National Honor Society				Myers	Jane	0.50	445.00
PMHS	TSA	1.00	Pay Grade 16	2,000.00	Miller	Molly	1.00	2,000.00
PMHS	Aud Tech Supervisor Entertainment PM	1.00	Pay Grade 1	340.00	Moore	Ben	1.00	340.00
PMHS	Aud Tech Supervisor General	1.00	Pay Grade 9	1,320.00	Jordan	Dakota	0.33	439.96
PMHS	Aud Tech Supervisor General		Pay Grade 9		Mintzer	Melissa	0.33	439.96
PMHS	Aud Tech Supervisor General		Pay Grade 9		Moore	Ben	0.33	439.96
		19.00		29,880.00			19.00	29,879.87

	Position	% POSITION	PAY GRADE	POSITION PAY	LAST NAME	FIRST NAME	ACTUAL %	ACTUAL PAY
MVMS	A.V. Director	1.00	Pay Grade 11	1,530.00	Webster	Ken	1.00	1,530.00
MVMS	Newspaper	1.00	Pay Grade 6	980.00	Goodhart	Deb	1.00	980.00
MVMS	Peer Helpers	1.00	Pay Grade 12	1,580.00	TBD		1.00	1,580.00
MVMS	Peer Helpers	1.00	Pay Grade 12	1,580.00	TBD		1.00	1,580.00
MVMS	Quiz Bowl	1.00	Pay Grade 9	1,320.00	Aungst	Brad	1.00	1,320.00
MVMS	School Play Director	1.00	Pay Grade 12	1,580.00	Webster	Ken	1.00	1,580.00
MVMS	Student Council	1.00	Pay Grade 5	950.00	Smoker	Lindsey	0.50	475.00
MVMS	Student Council				Scheiber	Cindy	0.50	475.00
MVMS	Yearbook	1.00	Pay Grade 15	1,690.00	Grosh	Ann	0.50	845.00
MVMS	Yearbook				Gehres	Jaime	0.50	845.00
		8.00		11,210.00			8.00	11,210.00

	Position	% POSITION	PAY GRADE	POSITION PAY	LAST NAME	FIRST NAME	ACTUAL %	ACTUAL PAY
MAMS	A.V. Director	1.00	Pay Grade 11	1,530.00	Reustle	Tom	1.00	1,530.00
MAMS	Newspaper	1.00	Pay Grade 6	980.00	TBD		1.00	980.00
MAMS	Peer Helpers	1.00	Pay Grade 12	1,580.00	Ennis	Jen	1.00	1,580.00
MAMS	Peer Helpers	1.00	Pay Grade 12	1,580.00	Kligge	Maridia	1.00	1,580.00
MAMS	Quiz Bowl	1.00	Pay Grade 9	1,320.00	Elledge	Curt	1.00	1,320.00
MAMS	School Play Director	1.00	Pay Grade 12	1,580.00	Aukamp	Carrie	0.50	790.00
MAMS	School Play Director				Galgon	Angie	0.50	790.00
MAMS	Student Council	1.00	Pay Grade 5	950.00	Bittenbender	Jon	1.00	950.00
MAMS	Yearbook	1.00	Pay Grade 15	1,690.00	Bittenbender	Jon	0.50	845.00
MAMS	Yearbook				Brown	Mike	0.50	845.00
		8.00		11,210.00			8.00	11,210.00

2016-2017 NEW EMPLOYEES WITH MENTORS

New Hires' Name	Building	Assignment	Status	Mentor's Name	Stipend	Bd. Approved
Emily M. O'Donnell	Central Manor	Grade 5	Full-time, Permanent	Carol L. Purzycki	\$900.00	8/15/2016
Courtney M. Heiser	High School	Math	LTS/Semester 1	Elizabeth D. Bender	\$450.00	8/15/2016

	POSITION	LAST NAME	FIRST NAME	ALLOCATION	TOTAL POOL
MAMS	Choral Competition	Ciemiewicz	Lauren	605.00	
MVMS	Choral Competition	Ciemiewicz	Lauren	605.00	
PMHS	Choral Director	Ciemiewicz	Lauren	1,210.00	
				2,420.00	2,420.00
PMHS	Band Director	Johnson	Andrew	1,815.00	
PMHS	Stage Band Director	Johnson	Andrew	1,210.00	
MAMS	Band Competition	Reddig	Skip	605.00	
MVMS	Band Competition	Reddig	Skip	605.00	
				4,235.00	4,235.00
MAMS	Orchestra Competition	Masten	Sara	605.00	
MVMS	Orchestra Competition	Masten	Sara	605.00	
PMHS	Orchestra	Masten	Sara	1,210.00	
				2,420.00	2,420.00
Elementary	Orchestra	Fritz	Konrad	510.00	
Elementary	Orchestra	Hamer	Sue	510.00	
Central Manor	Band	Repkoe	Sara	255.00	
Central Manor	Band	Almoney	Jill	255.00	
Central Manor	Chorus	Repkoe	Sara	510.00	
Conestoga	Band	Almoney	Jill	510.00	
Conestoga	Chorus	Fritz	Konrad	510.00	
Eshleman	Band	Almoney	Jill	510.00	
Eshleman	Chorus	Fritz	Konrad	510.00	
Hambright	Band	Jordan	Lee	510.00	
Hambright	Chorus	Jordan	Lee	510.00	
Letort	Band	Almoney	Jill	510.00	
Letort	Chorus	Dutton	Alan	510.00	
Martic	Band	Dutton	Alan	510.00	
Martic	Chorus	Dutton	Alan	510.00	
Pequea	Band	Hamer	Sue	510.00	
Pequea	Chorus	Hamer	Sue	510.00	
				8,160.00	7,650.00