

Agenda – Committee of the Whole  
Penn Manor School District  
Tuesday, February 21, 2017  
Manor Middle School – Board Room

**EXECUTIVE SESSION**

6:30	Update on Labor Negotiations
6:40	Personnel (Item 4B Leaves and Item 4E Resignation)
6:45	Student Matter (Judicial Review)

**COMMITTEE OF THE WHOLE**

(7:00)

CALL TO ORDER: Board Secretary

ELECTION OF PRESIDENT PRO TEMPORE:  
(February 21, 2017 meeting only due to absence of both board president and vice-president)

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, March 6, 2017 at 7:00 p.m. in the Board Room of the Manor Middle School.

FLAG SALUTE: Conestoga Elementary School

ROLL CALL:

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Labor Negotiations Update, Personnel, and a Student Matter as detailed above.

APPROVAL OF MINUTES: February 6, 2017  
<http://www.pennmanor.net/boardminutes/>

STUDENT REPORT: Victoria Martin and Jeff Taylor

CITIZEN’S COMMENTS: Name and Address

BOARD DEVELOPMENT OPPORTUNITIES AND REPORTS:

**Item 1.**  
(7:15 – 7:35)

**Pre-K Overview** – Dr. Egan and Dr. Sugra

*Explanation: Dr. Sugra and Dr. Egan will review the Pre-K Counts Program and its potential in the district for the 2017-2018 school year.*

**Information Only**

**Item 2.**  
(7:35 – 7:50)

**First Reading of Revised School Board Policies** - Dr. Leichliter

*Explanation: Dr. Leichliter will review changes made to board policies 004, 004-BOG-7, 251, and 255 as recommended by the Pennsylvania School Boards Association (PSBA) policy service.*

**Approval for Placement on the February 21, 2017 Voting Meeting Agenda**

**Item 3.**  
(7:50 – 8:05)

**Draft Calendar for 2017-2018** – Dr. Leichliter

*Explanation: Dr. Leichliter will review the proposed calendar options for 2017-2018.*

**Approval for Placement on the March 6, 2017 Voting Meeting Agenda**

**Item 4.**  
(8:05 - 8:20)

**Elementary 1 to 1 Laptop Pilot** – Mr. Reisinger & Dr. Egan

*Explanation: Mr. Reisinger and Dr. Egan will review plans for a potential 1:1 laptop program pilot at the elementary level.*

**Information Only**

**Item 5.**  
(8:20 - 8:30)

**Update on School Resource Officer Agreement** – Dr. Leichliter

*Explanation: Dr. Leichliter will review the SRO agreement in place since 1999 with Millersville Borough and the projected costs for the 2017-2018 school year.*

**Approval for Placement on the March 6, 2017 Voting Meeting Agenda**

**ADJOURNMENT**

**SCHEDULING AN APPEARANCE ON THE AGENDA**

Any individual or group wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen's Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the chair and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

Agenda – School Board Meeting  
Penn Manor School District  
Tuesday, February 21, 2017  
Manor Middle School – Board Room  
At Conclusion of the Committee of the Whole

CALL TO ORDER: Board Secretary

ELECTION OF PRESIDENT PRO TEMPORE:  
(February 21, 2017 meeting only due to absence of both board president and vice-president)

MOMENT OF SILENCE:

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on Monday, March 6, 2017 following the Committee of the Whole meeting in the Board Room of the Manor Middle School.

ROLL CALL:

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Labor Negotiations Update, Personnel, and a Student Matter as detailed on the Committee of the Whole agenda.

CITIZEN’S COMMENTS:

APPROVAL OF MINUTES: February 6, 2017  
<http://www.pennmanor.net/board/minutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: January 2017

PAYMENT OF BILLS: January 2017  
<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	3,929,227.22
Food Service Fund	\$	89,749.62
Capital Reserve Fund	\$	130,225.79
2015 Construction Fund	\$	22,026.20
2016 Construction Fund	\$	754,085.04
Student Activity Fund	\$	27,119.87

**Item 1. Review of School Board Meeting Agenda**

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

- A. Parameter's Resolution for Prospective High School Renovation Project
- B. First Reading of Revised School Board Policies

*Explanation: First reading of changes made to board policies 004, 004-BOG-7, 251, and 255 as recommended by the Pennsylvania School Boards Association (PSBA) policy service.*

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

- A. Tax Exoneration (see page 5)
- B. Comcast Business Service Agreement (see pages 6-9)

*Explanation: Comcast will provide 150MB Internet service at \$144.90/mo for 24 months. The service will be used a backup link in the event of an Internet outage.*

- C. Disposal of Technology Equipment (see pages 10-12)

*Explanation: The Technology Department is recommending disposal of the nonfunctioning and obsolete technology items and materials on the attached list. Sycamore International will remove and recycle technology items at no charge to the district.*

- D. Conestoga Elementary Project Change Orders - (see pages 13-14)

Change Order 1 - Add \$4,271.00 The Farfield Company (HVAC)

*Explanation: Credit for foreign steel geo-well casing material in 5 wells - (\$900.00)  
Remove rock at geo-well vault per Contract unit price - \$5,171.00*

Change Order 2 – Add \$34,678.27 Perrotto Builder's Ltd. (General Contractor)

*Explanation: Plaster ceiling demo per RFI GC-32 - \$3,034.76  
Plaster ceiling demo per RFI GC-04 - \$3,034.76  
Hollow metal frame demo per RFI GC-06 - \$1,270.24*

*Door set up change per RFI GC-15 - \$162.34*  
*CMU infill per RFI GC-53 - \$559.06*  
*Chase for storm drain per ASI 12 - \$380.21*  
*Additional steel bearing per RFI GC-72 - \$5,116.27*  
*Additional steel bearing per RFI GC-59 - \$474.85*  
*Additional HSS steel per RFI GC-53 - \$492.39*  
*Demo library shelves - \$3,661.14*  
*Curb/sidewalk changes per ASI 5 - \$3,825.12*  
*MU wall demo/replacement at Column Line A3 - \$5,617.04*  
*Door hardware changes (credit) – (\$853.50)*  
*Shoring and beam splice per ASI 9 - \$4,406.62*  
*Framing and gyp at old chimney wall per RFI GC-51 - \$2,984.59*  
*CMU to deck per RFI GC-51 - \$401.63*  
*Locker height changes during review - \$110.75*

**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 15-16)

B.    Leave to the individuals according to the terms listed:

Professional Employees:

*Employee F37 – Family Medical - February 15, 2017 – (May 15, 2017-August 14, 2017) {estimated date of return}*

Classified Employees:

*Employee F38 – Family Medical - February 22, 2017 – March 22, 2017*

C.    Spring 2017 Athletic Coaches as listed (see page 17)

D.    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 2016-2017 school year.

Clarinda Dourdis	Shannon Madara
Pam Noll	Connie Kinser
Casie Saxton	Karen Devenburgh
Patti Shover	Shelly Kyle
Jenna DeLong	Emily Wise
Johanna Treier	Laura Stephan
Megan Quinn	Betty Nissley
Patrice O'Brien	Amy Flores
Nancy Jo Johnson	Kathy Houck
Trasee Bleacher	

*Explanation: Elementary schools present a series of evening parent literacy workshops through the school year, working with mostly preschool aged and primary children and their parents on readiness for school, a comfort level with the school, and basic literacy skills that they can practice at home.*

- E. Resignation of the individuals listed per the effective date:  
Giveshka Crespo-Martinez, Enrollment Related Aide at Hambright, effective 2/14/17  
Julie Hoin, Kindergarten Teacher at Letort, effective 2/24/2017
- F. Twilight School Instructor for the 2016-2017 school year at a rate of \$32.00 per hour  
Kyle Bulicz
- G. Mentor change for 2016-2017 school year:  
Mary Mehalick for Katelyn Trostle – Martic 3<sup>rd</sup> Grade - \$450.00

## ADJOURNMENT

### SCHEDULING AN APPEARANCE ON THE AGENDA

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PENN MANOR SCHOOL DISTRICT  
 REAL ESTATE TAX EXONERATION  
 2016 INTERIM 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>
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MANOR TOWNSHIP					
41016-4-8114	JONES CARL L JR	4109269500000	CHANGE IN EFFECTIVE DATE	\$ 297,500.00	\$ 4,589.93

Account Name: Penn Manor High School

ID#: 16334157

## CUSTOMER INFORMATION (Service Location)

Address 1	100 E COTTAGE AVE	City	MILLERSVILLE
Address 2		State	PA
Primary Contact Name	Charles Relsinger	ZIP Code	17551
Business Phone	(717) 872-9500 X2226	County	
Cell Phone	(717) 201-9930	Email Address	charlie@pennmanor.net
Pager Number		Primary Fax Number	
Technical Contact Name		Tech Contact On-Site?	No
Technical Contact Business Phone		Technical Contact Email	
Property Manager Contact Name		Property Mgr. Phone	

## COMCAST BUSINESS SERVICES

Selection (X)	
Business Voice	
Business Internet	X
Business TV	
Service Term (Months)	24

## COMCAST BUSINESS SERVICES DETAILS

<b>Business Voice*</b>				<b>Comcast Business Packages</b>		
<b>VOICE SELECTIONS</b>				Package Name:		
Full Feature Voice Lines	Quantity	Unit Cost	Total Cost	PACKAGE DESCRIPTION		
4+ Lines	0					
Basic Lines	0					
Fax Lines						
Toll Free Numbers						
Equipment Fee						
<b>VOICE OPTIONS</b>				<b>Business TV*</b>		
VoiceMail	Selection(X)	Total Cost		<b>TV SELECTIONS</b>		
Enhanced Listings	0			Selection	Total Cost	
Auto-Attendant				Basic		
				Select		
				Information & Entertainment		
				Variety		
				Standard		
				Preferred		
				<b>TV OPTIONS</b>		
				Selection	Total Cost	
				Sports Pack**		
				Music Choice W/Comcast Business TV		
				Canales Selecto		
				Other		
				Other		
				<b>TV OUTLETS</b>		
				Quantity	Unit Cost	Total Cost
				Additional Outlets		

\* Voice offers &amp; options not available in all markets.

**Business Internet\***

INTERNET SELECTIONS	Selection(X)	Total Cost
Speed - Deluxe 150	X	\$249.95
Equipment Fee	X	\$14.95

\*Business Internet speed tier selections not available in all markets.

INTERNET OPTIONS	Selection(X)	Total Cost
Web Hosting		
Static IP V4/V6		
Wi-Fi - Business Wifi Standard	X	\$0.00

\*Internet selections &amp; options not available in all markets.

mini mDTA/MDTA Type	# of Outlets	NRC	MRC

\* Not available in home offices or public view establishments. TV selections & options not available in all markets. Customer acknowledges and understands Customer may be responsible for additional music licensing or copyright fees for music contained in any or all of the Services, including, but not limited to Video and/or Public View Video.

\*\* Available for Standard & Preferred TV offers only.



## COMCAST BUSINESS TOTAL SERVICE CHARGES

Comcast Business	Selection(X)	Quantity	Unit Cost	Total Cost	Total Monthly Service Charge	\$264.90
Business Internet/TV/Voice Installation	X		\$99.00	\$99.00	Promotional Code (if applicable)	NED_\$129.95D150_SP
Voice Activation Fee*					Discount On Internet (if applicable)	120
Auto-Attendant Setup Fee					Discount On Video (if applicable)	
Voice Jack Fee					Discount On Voice (if applicable)	
Toll Free Activation Fee						
Directory Listing Suppression Fee						

Total Discount \$120.00

Total Recurring Monthly Bill:\* \$144.90

\* Per line activation fee, up to four (4) line maximum charge.

\* Applicable federal, state, and local taxes and fees may apply.

Total Installation Charges:\*

\$99.00

\* Does not include Custom Installation Fees.

## GENERAL SPECIAL INSTRUCTIONS

Promotion Code NED\_\$129.95D150\_SP - \$120 MRC Discount off Deluxe 150 Business Internet for discounted rate of \$129.95. MRC Discount rolls to rate card in month 25. Deluxe 150 required. BTU can be added at rate card. 2 year term required. Taxes, Usage, Fees, Equipment are extra

## COMCAST BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net Email	No	Equipment Selection	Business Wireless
Number of Static IPs*		Business Web Hosting	No

## COMCAST BUSINESS TV CONFIGURATION DETAILS

Outlet Details	Location	Outlet Type	Additional Comments:					
Outlet 1 - Primary								
Outlet 2 - Additional								
Outlet 3 - Additional								
Outlet 4 - Additional								
Outlet 5 - Additional								
Outlet 6 - Additional								
Outlet 7 - Additional								
Outlet 8 - Additional								
			<b>OUTLETS 9 &amp; UP</b> <table border="1"> <tr> <th>QUANTITY</th> </tr> <tr> <td>Digital</td> </tr> <tr> <td>HDTV</td> </tr> <tr> <td>DTA</td> </tr> <tr> <td></td> </tr> </table>	QUANTITY	Digital	HDTV	DTA	
QUANTITY								
Digital								
HDTV								
DTA								

## COMCAST BUSINESS VOICE CONFIGURATION DETAILS

Phone #	Type	Voicemail	Customer Equipment
			Phone System Type ( Key System, PBX, Other)
			Phone System Manufacturer
			Fax Machine Manufacturer
			Alarm System Vendor
			Point of Sale Device
			Telco Closet Location
			<b>Hunt Group Configuration Details</b>
			Hunt Group Features Requested (Yes/No)
			Hunt Group Configuration Type
			Hunt Group Pilot Number

Toll Free #	Calling Origination Area	Associated TN

### Directory Listing Details

Directory Listing (Published, Non-Published, Unlisted)		<b>Additional Voice Details</b>	
Directory Listing Phone Number		Caller ID (Yes/No)	
Directory Listing Display Name		Caller ID Display Name (max 15 char.)	
DA/DL Header Text Information		International Dialing (Yes/No)	No
DA/DL Header Code Information		Call Blocking (Yes/No)	
Standard Industry Code Information		Auto-Attendant (Yes/No)	No

Account Name: Penn Manor High SchoolID#: 16334157

## CUSTOMER BILLING INFORMATION

Billing Account Name	<u>Penn Manor High School</u>	City	<u>Millersville</u>
Billing Name (3rd Party Accounts)	<u></u>	State	<u>PA</u>
Address 1	<u>100 E Cottage Ave</u>	ZIP Code	<u>17551</u>
Address 2	<u></u>	Billing Contact Email	<u>charlie@pennmanor.net</u>
Billing Contact Name	<u>Charles Reisinger</u>	Billing Contact Phone	<u>(717) 872-9500 X2226</u>
Tax Exempt?*	<u>No</u>	Billing Fax Number	<u></u>

\* If yes, please provide and attach tax exemption certificate.

## AGREEMENT

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. This Comcast Business Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Terms and Conditions ("Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions (<http://business.comcast.com/terms-conditions/index.aspx>). All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the then current High-Speed Internet for Business Acceptable Use Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), and the then current High-Speed Internet for Business Privacy Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a 30 day money back guarantee. If within the first thirty days following Service activation Customer is not completely satisfied, Customer may cancel Service and Comcast will issue a refund for Service charges actually paid by Customer, custom installation, voice usage charges, and optional service fees excluded. In order to be eligible for the refund, Customer must cancel Service within thirty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

If you use the service in the first 30 days, you will be refunded your subscription fees, but charged the applicable one-time fee.

3. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS VOICE SERVICE, I ACKNOWLEDGE RECEIPT AND UNDERSTANDING OF

## E911 NOTICE

Comcast Business Voice service ("Voice") may have the E911 limitations specified below:

• In order for 911 calls to be properly directed to emergency services using Voice, Comcast must have the correct service address for the Voice Customer. If Voice is moved to a different location without Comcast's approval, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or Voice (including 911) may fail altogether.

• Voice uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if the battery back-up in the associated multimedia terminal adapter is not installed, fails, or is exhausted after several hours.

• Voice calls, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, or another technical problem.

• Comcast will need several business days to update a Customer service address in the E911 system. All change requests and questions should be directed to 1-800-391-3000. USE OF VOICE AFTER DELIVERY OF THIS DOCUMENT CONSTITUTES

4. To complete a Voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

5. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

6. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

## CUSTOMER SIGNATURE

By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at <http://business.comcast.com/terms-conditions/index.aspx>.

Signature: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## FOR COMCAST USE ONLY

Sales Representative: Kayla Cormier

Sales Representative Code: \_\_\_\_\_

Sales Manager/Director Name: Daniel Mescall

Sales Manager/Director Approval: \_\_\_\_\_

Division: NorthEastLead ID: 16334157

Disposal List - February 2017

Device	Quantity	Miscellaneous
Allied Switch	6	
2U Cisco Router	1	
White Mac	20	
X60	9	
X120e	34	boxed up (3)
Mac Mini	51	boxed up (4)
X120e	74	
Box network cables	1	
Box mice/keyboard	3	old single-button mac mice + mac keyboards
Box old chargers	4	power adapters for mac minis
Box vhs/dvd players	1	3-4 total, non-working units
NEC projectors	6	blown projectors
Macbook	1	
Switches	Multiple	
Hikvision DVR	1	~12-15 Allieds, 1 Radiant fiber (old Peq), 2U Cisco.
White Mac	6	from old Pequea
X120e	57	
Allied Switch	2	
ThinkPad X120e	61	four boxes, from tall laptop carts
Mac Mini A1283	11	one open box, with power bricks, mixed Manor and Hambright
iPod Touch A1288	2	no asset tags, boxed with Mac Mini
Box bad cables	1	Mixed CAT5, bad HDMI, legacy Apple dongles
Tall laptop carts	3	black/brown empty carts, pulled power strips
Broken/salvaged parts	1	scrapped/bad parts, old remotes, bad speakers, two Firewire 400 drives, broken VHS-C camcorder
Samsung Chromebooks	3	boxed with broken V5-571Ps
Broken Parts	34	34 (11 of the boxes are large) boxes of broken Acer and Lenovo parts-screens- bezels- trackpads- uper/lower cases-back panels
NEC 15" old LCDs	10	
Caferia POS Stations	4	Old XP machines
Legacy Mimio hardware	7	three grey Mimio bars, three grey MimioPads, Mimio capture kit
Amercom Switches	3	fast ethernet switch
Allied Switch	2	fast ethernet switch
Meru APs	44	boxed Meru APs with box of antennas and box of brackets
Boxlight X30N projector	1	
Broken/salvaged parts	3	
Beige PS/2 keyboards/mice	13	Mixed broken laptop parts, old peripherals, other salvaged hardware, cracked MBP display
4:3 Samsung LCD monitors	3	boxed
HP Officejet printer	1	
Dell Inspiron 531s	1	
Dell Optiplex GX280	1	

Disposal List - February 2017

Scrap computer case	1	bent PC case scrapped
Dell Vostro 230	1	
MacBook A1342	11	liquid damage
Acer Chromebook C710	1	
ThinkPad X120e	6	
MacBook A1278	1	bent at ports near hinge
Dell Vostro V130	1	
Toshiba Satellite T235D	1	
MacBook A1181	1	
Sony Vaio PCG-432L	1	in box with charger and accessories
Belkin F6C1000 UPS	1	no battery
Samsung Chromebooks	4	
Allied Switch	7	fast ethernet switch
Grandstream VoIP phones	2	
Core2Duo LAM desktop	1	
DV camcorder	1	
Bad cables/parts	2	boxed broken laptop parts, bad cables, dead Polycom VoIP phone
AMD Fusion Mini-ITX	4	Mini-ITX desktops
AMD Phenom Mini-ITX	1	Mini-ITX desktop
Mac Mini A1283	5	
Livescribe pen	1	
Broken/scrapped V5-571P	8	Acer Aspire V5-571P: cracked screens, split chassis, broken HDMI port (2), boxed with Chromebooks
X130e scrapped parts		ThinkPad X130e failed mainboard, boxed with V5-571P
Batteries/right angle adapters	1	Box dead laptop batteries and ThinkPad right angle power adapters
MacBook A1181	2	one missing battery, extra upper case assembly with keyboard, boxed with legacy Mimio and small switches
Netgear Fast Ethernet switch	1	two dead ports
x120e	118	laptops with incompatible wireless
X130e scrapped parts	7	
Acer v5-571p	1	cracked screen/case
MacBook A1342	7	various damage
Allied Telesyn	4	3-24 Port/1-48 Port
Monitors	2	
VCR/DVD Combo	3	VCR side broken
Projector	3	2-Epson/1-NEC Internal Errors
Box Misc	4	cables/chargers/keyboards/etc.
x120e	80	
X130e scrapped parts	3	various damage
MacBook A1342	3	NEC/Epson internal error or VGA only
Projector	5	APC 500
UPS	1	Bad
Desktop/Power Supply	1	

Disposal List - February 2017

Speakers	1	Bad	
VCR/DVD Combo	1	Bad	
Cart Power Brick	4	Obsolete	
Mimio View	1	Broken Port	
Box Misc	2	cables/chargers/keyboards/etc.	
Box Headphones	1		
Old AT Switches	22		
Old Aberdeen Storage Server	1	Previous atlas	
Meru Controller	1	Ebay?	
Old Meru Waps	150	Ebay?	
Old Chromebooks/Netbooks	7		103843, 106442, 106550, 103842, 106432, 106504
Broken/scrapped V5-571P	6		
ThinkPad X60	7		101776, 101773, 101780, 101772, 101786, 101774, 101782
48 port storage array	1		
MD3000 array	1		
PowerEdge 2950	2		
PowerEdge 1950	2		
Allied Telesys switches	3		
Meraki MS22P	1	warranty replacement	



**Crabtree, Rohrbaugh & Associates  
Architects**

401 East Winding Hill Road  
Mechanicsburg, Pennsylvania 17055  
phone: (717) 458-0272 - fax: (717) 458-0047

**Contractor:** The Farfield company

**Address:** 517 Airport Road

**Address:** PO Box 387

**City, State, ZIP:** Lititz, PA 17543

**DRAFT**

**Project :** Conestoga ES

**Address:** Additions and Renovations

**Change Order No:** 1

**Date:** 2/13/2017

**Architect's Project No:** 2873

**The contract is changed as follows:**

**Contract Type:** HVAC Construction

**Contract Date:** 6/21/2016

Add	\$4,271.00
Deduct	

ADD \$4,271.00 to the contract amount for the following:

1. PCO #1 - Credit for foreign steel geo-well casing material in 5 wells - (\$900.00)
2. PCO #2 - Remove rock at geo-well vault per Contract unit price - \$5,171.00

Additional Documentation Attached ☐

***This Change Order is not valid until signed by the Owner, Architect, and Contractor.***

Original Contract Amount	\$	2,026,000.00
Net Change by previous Change Orders	\$	-
Contract Amount prior to this Change Order	\$	2,026,000.00
Net Change by this Change Order	\$	4,271.00
Contract Amount after this Change Order	\$	2,030,271.00

Contract Time adjustment as a result of this Change Order

Days

Date of Substantial Completion as of this Change Order

**Architect**

Crabtree Rohrbaugh & Assoc.  
401 East Winding Hill Road  
Third Floor  
Mechanicsburg, PA 17055

**Contractor**

The Farfield company  
517 Airport Road  
PO Box 387  
Lititz, PA 17543

**Owner**

Penn Mnaor School District  
2950 Charlestown Rd  
Lancaster, PA 17603

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



# Crabtree, Rohrbaugh & Associates Architects

401 East Winding Hill Road  
Mechanicsburg, Pennsylvania 17055  
phone: (717) 458-0272 - fax: (717) 458-0047

**Contractor:** Perrotto Builder's Ltd.

**Address:** 426 Warren Street

**Address:**

**City, State, ZIP:** Reading, PA 19601

**Project :** Conestoga ES

**Address:** Additions and Renovations

**Change Order No:** 2

**Date:** 2/13/2017

**Architect's Project No:** 2873

**The contract is changed as follows:**

**Contract Type:** General Construction

**Contract Date:** 6/21/2016

Add	\$34,678.27
Deduct	

ADD \$34,678.27 to the contract amount for the following:

1. PCO #01 - Plaster ceiling demo per RFI GC-32	\$3,034.76
2. PCO #02 - Plaster ceiling demo per RFI GC-04	\$3,034.76
3. PCO #03R - Hollow metal frame demo per RFI GC-06	\$1,270.24
4. PCO #11R - Door set up change per RFU GC-15	\$162.34
5. PCO #29 - CMU infill per RFI GC-53	\$559.06
6. PCO #32 - Chase for storm drain per ASI 12	\$380.21
7. PCO #40 - Addition steel bearing per RFI GC-72	\$5,116.27
8. PCO #33 - Additional steel bearing per RFI GC-59	\$474.85
9. PCO #38 - Additional HSS steel per RFI GC-53	\$492.39
10. PCO #07 - Demo library shelves	\$3,661.14
11. PCO #08 - Curb/sidewalk changes per ASI 5	\$3,825.12
12. PCO #18R - CMU wall demo/replacement at Column line A3	\$5,617.04
13. PCO #21 - Door hardware changes (credit)	-\$853.50
14. PCO 25R - Shoring and beam splice per ASI 9	\$4,406.62
15. PCO #30A - Framing and gyp at old chimney wall per RFI GC-51	\$2,984.59
16. PCO 30B - CMU to deck per RFI GC-51	\$401.63
17. PCO #39 - Locker height changes during review	\$110.75

Additional Documentation Attached ☒

***This Change Order is not valid until signed by the Owner, Architect, and Contractor.***

Original Contract Amount	\$ 5,940,000.00
Net Change by previous Change Orders	\$ 12,921.21
Contract Amount prior to this Change Order	\$ 5,952,921.21
Net Change by this Change Order	\$ 34,678.27
Contract Amount after this Change Order	\$ 5,987,599.48

Contract Time adjustment as a result of this Change Order

0 Days

Date of Substantial Completion as of this Change Order

## Architect

Crabtree Rohrbaugh & Assoc.  
401 East Winding Hill Road  
Third Floor  
Mechanicsburg, PA 17055

## Contractor

Perrotto Builder's Ltd.  
426 Warren Street  
Reading, PA 19601

## Owner

Penn Mnaor School District  
2950 Charlestown Rd  
Lancaster, PA 17603

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# DRAFT



# Support Staff Personnel Action Items

Board	Last	First	Position	Building	Hours per	Days per	Rate	Status	Total Overall	
Action	Name	Name			Day	Year			Daily Hours	
2/21/17	DEFRANCO-HAAS	KATHLEEN	HEALTH ROOM ASSISTANT - RN	Pequea	6.5	120	\$ 19.64	Permanent	6.5	Effective 2/16/17, Monday, Tuesday, Friday
2/21/17	DRENNEN	MELANIE	ENROLLMENT RELATED AIDE	Central Manor	5	180	\$ 9.28	For the 2016-17 school year only	5	Effective 2/3/17
2/21/17	SAEZ	CAITLIN	ENROLLMENT RELATED AIDE	Central Manor	5	180	\$ 9.28	For the 2016-17 school year only	5	Effective 2/14/17
2/21/17	* HARNISH	REBECCA	FOOD SERVICE	Pequea	4	180	\$ 9.28	Permanent	4	Effective 2/13/17
2/21/17	MAISONET	FREDDIE	FOOD SERVICE SUBSTITUTE	District	As Needed	180	Sub Rate	Permanent	As Needed	Effective 2/15/17
2/21/17	* GROFF	DANE	12 MONTH CUSTODIAN	District	8	261	\$ 13.57	Permanent	8	Effective 4/16/17, rate change only

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

\* signifies a change in status

PENN MANOR SCHOOL DISTRICT

February 21, 2017 Board Agenda

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

Geiter, Brittany L.\* – elementary professional employee, full-time, permanent position, effective February 27, 2017, B.S. Degree, no experience, Step 1, \$43,087 [prorated 66 days plus 1 transition day scheduled for 2/22/17], pending receipt of required documents, [change from 50%, part-time, long-term substitute, second semester, Kindergarten Teacher/A.M. Session/Hambright Elementary School].  
Assignment: Kindergarten Teacher/Letort Elementary School

*Mrs. Geiter graduated from West Chester University in May 2007 with a BS in elementary education K-6. Brittany has worked at Hambright Elementary School since the beginning of the 2016-2017 school year first as an extended day-to-day substitute for Substitute Teacher Service and was hired by the district as a long-term substitute, semester 2 of this school year.*

**SPRING 2017 ATHLETIC COACHING CONTRACTS**

SPRING 2017 ATHLETIC COACHING CONTRACTS			Salary	Actual	
Sport	Coach	Title	Schedule	Salary	Variance
Track	Dan Myers	Head Varsity	6,430	4,500	(1,930)
	Joe Herman	Assistant	3,320	2,700	(620)
	Ben Schober	Co JH Head	3,320	1,500	(1,820)
	Dave Hess	Assistant	3,320	2,650	(670)
	Janna Ames	Assistant	3,320	800	(2,520)
	Kim Braun	Assistant	3,320	2,750	(570)
	Tyler Espey	Assistant	3,320	2,200	(1,120)
	Colby Tuell	Ass'stant	3,320	2,650	(670)
	Bob Miller	Assistant	-	2,650	2,650
	Cara Haines	Assistant	-	1,570	1,570
	Barb Trostle	Co JH Head	-	1,500	1,500
	Eric Urban	Assistant	-	1,500	1,500
	Ryan Mercado	Assistant	-	1,000	1,000
	Nick VanLeaven	Assistant	-	1,200	1,200
	Andrea Kramer	Ass'stant	-	500	500
	Tom Ecker	Volunteer	-		-
	Dawn Deets	Volunteer	-		-
	Bob Ulmer	Volunteer	-		-
	Doug Kramer	Volunteer	-		-
	Maria Vita	Volunteer	-		-
Total for Track			29,670	29,670	-
Boys Tennis	Greg Hammond	Head Varsity	4,470	4,470	-
				-	-
Total for Boys Tennis			4,470	4,470	-
Boys Volleyball	Chris Telesco	Head Varsity	5,730	5,530	(200)
	Dustin Homberger	Asst to Varsity	3,750	3,550	(200)
	Lucas Charney	Asst.	-	400	400
	Dawson Funk	Volunteer	-		-
	Justin Torres	Volunteer	-		-
	Dan Baer	Volunteer	-		-
	Scott Files	Volunteer	-		-
Total for Boys Volleyball			9,480	9,480	-
Softball	Dave Stokes	Head Varsity	5,730	5,720	(10)
	Aron Basile	Asst. to Varsity	3,750	2,600	(1,150)
	Cathy Riggs	Assistant	3,320	2,600	(720)
	Jason Curtis	Assistant	3,320	2,600	(720)
	Bob Graybill	Asst.	-	2,600	2,600
	Frank Butler	Volunteer	-	-	-
Total for Softball			16,120	16,120	-
Baseball	Jim Zander	Head Varsity	5,730	5,120	(610)
	Streeter Stuart	Asst. to Varsity	3,750	3,100	(650)
	Chris Feger	Assistant	3,320	3,000	(320)
	Dean Kroesen	Assistant	3,320	2,500	(820)
	Jared Shearer	Assistant	-	2,400	2,400
	Andy Zook	Volunteer	-		-
	Cody Straub	Volunteer	-		-
Total for Baseball			16,120	16,120	-
Boys Lacrosse	Zack Charles	Head Varsity	5,730	5,000	(730)
	Connor Rowe	Asst. to Varsity	3,730	2,594	(1,136)
	Mack Handel	Assistant	3,320	2,593	(727)
	Erick Dutchess	Assistant	-	2,593	2,593
	Spencer Barnett	Volunteer	-		-
	Brandon McCormick	Volunteer	-		-
	Chris Snyder	Volunteer	-		-
Total for Boys Lacrosse			12,780	12,780	-
Girls Lacrosse	Jenn Fomey	Head Varsity	5,730	5,730	-
	Amy Beard	Asst. to Varsity	3,730	3,730	-
	Danielle Croft	Assistant	3,320	3,320	-
	Kelly Mason	Volunteer	-		-
	Jenna DeLong	Volunteer	-		-
Total for Girls Lacrosse			12,780	12,780	-
Total For Spring Sports 2016-2017			101,420	101,420	-