

**3Minutes  
Committee of the Whole  
March 21, 2016**

The Penn Manor School Board met in a public workshop: Aetna – Review of Health Care Utilization Report beginning at 5:00.

The Penn Manor School Board met in an Executive Session at 6:00 p.m. for the discussion of Personnel: Evaluation of the Superintendent and at 6:30 p.m. for the discussion of Personnel: review details of voting agenda item 4B (Leaves) and 4F (New Hire); Student Matters – Special Education student update; review of voting agenda item 3F (Tuition Student) and 3I (Judicial Review).

The Penn Manor School Board met as a Committee of the Whole at 7:05 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. J. Kenneth Long. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Freidman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, and Mr. Christopher Straub. Ms. Donna Wert was absent. Present from the administrative staff were Dr. Michael Lechlitter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Ms. Kathy Grenier, Mrs. Melissa Mealy, Dr. Dana Edwards, Ms. Chris Santaniello, Mr. Jim Horner, Mr. Neil Fellenbaum, Ms. Jill Almoney, Mr. Dell Jackson, Ms. Patrice O'Brien, Mrs. Shelby Foster, Mrs. Ann Grosh, Ms. Christine Harman, Mrs. Connie Jackson, Ms. Christina Beard, Mr. Sean Simonds, Ms. Nancy Nadig, Mrs. Teresa Reisinger, Mrs. Julie Yost, Ms. Lisa Collins, Ms. Tara Etzweiler, 7<sup>th</sup> and 8<sup>th</sup> grade middle school students and their families, Miss Katey Bleacher and her family, Penn Manor High School students –Cece Minnick and Shawn Stone; Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, April 4, 2016, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Long asked the committee if there were any additions or corrections to the Minutes of the March 7, 2016, Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs and second by Mr. Lyon, and a unanimous voice vote, the Minutes were approved as printed.

Penn Manor HS students, CeCe Minnick and Shawn Stone, gave the student report to the board.

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

The upcoming board development opportunities were reviewed.

Ag teacher, Mr. Neil Fellenbaum, introduced Penn Manor High School senior, Katey Bleacher, to be recognized for her outstanding achievement in the Mid-Winter FFA Convention at the Pennsylvania Farm Show where she received the State Star Keystone Award in the area of Agricultural Placement.

Dr. Edwards, Ms. Santaniello, and Mrs. Foster provided an update on the middle school 1:1 laptop learning program and showcased student work.

Dr. Egan, Ms. Grenier, and Mrs. Mealy provided an overview of the committee's progress in developing the elementary master schedule.

Mr. Fullerton reviewed the IU13 Core Program of Services and Instructional Media Services Budget. Approval for placement of this item on the April 4, 2016 board agenda was approved on a motion by Mr. Straub and seconded by Dr. Frerichs. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, absent.

Dr. Leichliter updated the board on the results of the mental health screenings at Penn Manor High School for the 2015-2016 school year. He reported that participation was low for the second semester. Changing from an active consent form to a passive consent form was discussed and supported by the school board members present.

Dr. Leichliter reviewed the first reading changes made to board policies 004, 011, 115,317, 806 and 916 as recommended by the Pennsylvania School Boards Association policy service. Approval for placement of this item on the March 21, 2016 board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Paitsel. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes, and Ms. Wert, absent.

The Committee of the Whole adjourned at 8:42 p.m.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**March 21, 2016**

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long at 8:42 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, April 4, 2016, following the Committee of the Whole Meeting at Manor Middle School.

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitzel, Mr. Carlton Rintz, and Mr. Christopher Straub. Ms. Donna Wert was absent. Present from the administrative staff were Dr. Michael Lechlitter, Dr. Jerry Egan, Dr. Cheryl Shaffer, Mr. Chris Johnston, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Ms. Jill Almoney, Ms. Lisa Collins, Mr. Dell Jackson, Mrs. Connie Jackson, Mr. Brian Wallace, Ms. Colleen Dorsey, Lancaster Newspaper reporter, and Mrs. Cindy Rhoades, Board Secretary.

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

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the March 7, 2016 meeting. Hearing none, on a motion by Mr. Lyon, a second by Mrs. Friedman, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechlitter provided the Superintendent's report.

Mr. Johnston provided the Treasurer's report for February 2016. He presented for payment the February 2016 bills. It was moved by Mr. Straub, and seconded by Mrs. Friedman to approve to authorize payment of bills:

General Fund	\$	2,779,072.04
Food Service Fund	\$	116,796.50
Capital Reserve Fund	\$	87,795.24
2015 Construction Fund	\$	577,322.03
Student Activity Fund	\$	14,047.76

The following call vote was taken on this motion: Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitzel, yes; Carlton Rintz, yes; yes; Christopher Straub, yes; and Donna Wert, absent.

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

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

A. First Reading of Revised School Board Policies - Dr. Lechlitter

*Explanation: Dr. Leichter will review changes made to board policies 004, 011, 115, 317, 806, 916 as recommended by the Pennsylvania School Boards Association (PSBA) policy service.*

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

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

- A. Textbook Approval – The committee is recommending the approval of the textbook, *Algebra II Glencoe McGraw-Hill*, in the amount of \$17,500.00.
- B. Farm Lease Agreement – The lease of 23 acres of farm land to Mr. Clifford Charles at the rate of \$300.00 per acre or \$6,900.00 for the period of April 1, 2016 through March 31, 2017 as per the attached (see pages 4-7).

*Explanation: This is an annual renewal of a farm lease agreement for property behind Manor Middle School which is owned by Penn Manor School District.*

- C. Farm Lease Agreement – The lease of 21 acres of farm land to Mr. Clifford Charles at the rate of \$300.00 per acre or \$6,300 for the period of April 1, 2016 through March 31, 2017 as per the attached (see pages 8-11 ).

*Explanation: This is an annual renewal of a farm lease agreement for additional property behind Manor Middle School recently purchased by Penn Manor School District. The total acreage has been reduced due to the construction of the Hambright Elementary Building and athletic fields.*

- D. School Resource Officer agreement with the Millersville Police Department for the 2016 – 2017 school year to pay 75% of the salary of School Resource Officer, Jason Hottenstein, with total payments not to exceed \$70,000.

*Explanation: This is an annual item with shared costs determined per a Memorandum of Understanding with the Borough of Millersville.*

- E. Penn Manor Education Foundation 2015-2016 Venture Grants (see pages 12-17).
- F. Tuition Student for the remainder of the 2015-2016 School Year – Shae Maher
- G. Right of Way Agreement for Conestoga Elementary School (see pages 18-20)

*Explanation: Grants a right of way to PPL Electric Utilities for poles, mounted transformer and associated wiring on the property of Conestoga Elementary School.*

H. Waste and Recycling Services Agreement Extension with Waste Management

*Explanation: Waste Management of Pennsylvania, Inc. will continue to provide waste and recycling services for the 2016-17 school year at the current rate of \$3,490.05 per month.*

I. Judicial Review Committee Action as cited (enclosure)

J. IU13 Contract for Services - Diagnostic evaluation for autism at an hourly rate of \$125.00 through the end of June, 2016.

**MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-J:** It was moved by Mr. Straub and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitzel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, absent.

**Item 4. Consent Agenda for Personnel** – The administrative staff is recommending approval of the following: (ROLL CALL)

A. Employment and Change in Status of the individuals listed per the effective date for the 2015-2016 school year (see page 21).

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

Professional Employees:

*Employee E34* – Family Medical - June 3, 2016 – end of 2015-2016 school year

C. Coaches -

Tom Reustle – Head Golf Coach

Ryan Mercado – Volunteer Track & Field Coach

D. Retirement of the individuals listed per the effective date:

Elizabeth Crum, Kindergarten, Central Manor, effective end of 2015-16 school year

James Yearsley, Guidance, High school, effective 6/17/16 (change of end date)

E. Resignation of the individual listed per the effective date:

Gregg McGough, English, High School, effective March 24, 2016

Victoria Conley, Enrollment Related Aide, Central Manor, effective 3/24/16

F. Human Resources Director -

Theresa Chiodi, Human Resources Director, effective 3/22/16, \$100,000 per year

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F:** It was moved by Mr. Paitsel and seconded by Mrs. Friedman to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, absent.

The meeting was adjourned at 8:51 p.m.

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Mr. J. Kenneth Long, President

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Cindy Rhoades, Board Secretary