

**Minutes
Committee of the Whole
October 3, 2016**

The Penn Manor School Board met in an Executive Session at 6:40 p.m. for the discussion of a Student Matter: Judicial Review; and Labor Negotiations Planning.

The Penn Manor School Board met as a Committee of the Whole at 7:09 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, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Mr. Joseph Fullerton, Mr. Jeffrey Lyon, and Mrs. Johnna Friedman were absent. Present from the administrative staff were Dr. Michael Lechlitter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Ralph Simpson, Mr. Dell Jackson, Ms. Diane Kreider, Mr. Chip Mathias, Mr. Brian Wallace, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, 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, October 17, 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 September 19, 2016, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Straub and second by Mr. Paitsel, and a unanimous voice vote, the Minutes were approved as printed.

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

The upcoming board development opportunities were reviewed. Mr. Straub updated the board on the monthly CTC meeting.

PMHS agriculture teachers, Mr. Neil Fellenbaum, Mr. Jonathan Hess, and Ms. Diane Glock-Cornman introduced the Manor FFA students who excelled at the Pennsylvania State FFA Activities week and the "Big E" – Eastern States Exposition. The students were recognized by the school board with a resolution read by Mr. Rintz. The students honored were Nate Metzler, Wesley Herr, Kenny Barley, Rose Drumm, Levi Diehl, Hannah Gerberich, Jonathon Eshbach, Isaiah Smith, Elizabeth Broderick, Tanner Bauman, and Clara Hess.

Mr. Johnston introduced Mr. Chip Mathias, the new Director of Buildings and Grounds, to the board.

Dr. Kreider reviewed staffing implications related to new enrollees in the school district. Staffing needs were discussed. The addition of a speech/language teacher for the 2016-2017 school year was recommended. Approval for placement of this item on the October 17, 2016, board agenda

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

Mr. Johnston reviewed data from the 2015-2016 Healthcare Utilization Report with the board.

Mr. Johnston shared the Act 1 Base Index and Adjusted Index for the 2017-2018 fiscal year as per the budget calendar.

Dr. Leichliter and Mr. Johnston updated the board on the current status of the Conestoga Elementary School project.

The Committee of the Whole adjourned at 8:27 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
October 3, 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 8:28 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, October 17, 2016, following the Committee of the Whole Meeting at Manor Middle School. A Facilities Committee Meeting will be held on Monday, October 17, 2016 at 8:00 a.m. in the same location.

The following members were present: Dr. Richard Frerichs, Mr. J. Kenneth Long, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub and Ms. Donna Wert. Mr. Joseph Fullerton, Mrs. Johnna Friedman and Mr. Jeffrey Lyon were absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Ralph Simpson, Mr. Dell Jackson, Ms. Diane Kreider, Mr. Chip Mathias, Mr. Brian Wallace, Dr. Ann Marie Steele, Lancaster Newspaper correspondent, 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 September 19, 2016 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Paitsel, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report and shared that the final copy of the Millersville University land swap had been received.

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

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

- A. Judicial Review Committee Action as cited (enclosure)
- B. Athletic Trainer Agreement – with Orthopedic Associates of Lancaster, Ltd to provide 250 hours of supplemental trainer services for \$6,250 for the 2016-17 school year per the attached agreement (see pages 3-10)

Explanation: The agreement with Orthopedic Associates will allow for greater coverage of sporting events and practices. The hourly rate of \$25 is comparable to what we are paying our substitute trainers currently.

- C. Elementary Mowing Services – with Tucquan Property Services LLC to provide mowing and String Trimming at six elementary schools per the attached proposal (see page 11)

Explanation: The proposal covers mowing and string trimming at all elementary schools except Hambright for the 2017 calendar year. The company currently handles these services at Martic, Conestoga and Pequea Elementary Schools.

- D. Curb and Sidewalk Expansion – with Doug Lamb Construction to expand sidewalks and curbing at Martic Elementary School per the attached quote (see pages 12-13)

Explanation: Expansion of the curbing and sidewalks on the western side of the building will allow for quicker and safer parent pickup of students and alleviate the number of cars backed up onto the roadway.

MOTION ON THE COMMITTEE OF THE ADMINISTRATIVE ACTION CONSENT

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

Item 3. **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 page 14)
- B. Resignation of the individuals listed per the effective date
 Thomas Swartz, Technology Support Analyst – Effective 10/28/2016
 Melissa Long, Business Office Secretary, Tax/Bookkeeper – Effective 9/30/2016
 Jennifer Rankin, Cafeteria Substitute – Effective 9/15/2016
- C. 2016-17 Music Program Co-Curricular Stipends
 Lauren Ciemiewicz – Orchestra Competition - \$605.00
 (replaces Sara Masten)
- D. Additional Teacher Support Hours for Student with IEP for one hour per week
 Emily Hohenwater – Martic Speech Clinician \$41.34 per hour
- E. IEP Reviews for ACCESS Reimbursement for the remainder of the 2016-17 school year
 Michael Torchia, D.O. – Speech only IEPs - \$4.00 per IEP; Learning Support and related services - \$6.00 per IEP

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

The meeting was adjourned at 8:41 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary