



**Crabtree, Rohrbaugh & Associates  
Architects**

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**PROJECT MEETING REPORT  
PENN MANOR SCHOOL DISTRICT**

**May 31, 2010**

**Long Range Facilities Plan  
CRA Project No. 2263**

**In Attendance: Position:** \_\_\_\_\_

**Penn Manor School District:**

Mike Lechliter	Superintendent of Schools
Ellen Pollock	Assistant Superintendent
Vickie Hallock	Supervisor of Elementary Education
Steve Skrocki	Chief Financial Officer
Denny Coleman	Director of Buildings and Grounds
Jerry Egan	Principal, Hambright Elementary School

Rich Frerichs	School Board Member
J. Kenneth Long	School Board Member
Johnna Friedman	School Board Member
Kirk Schlotzhauer	School Board Member
Joe DeLuca	School Board Member
Chris Straub	School Board Member

**Crabtree, Rohrbaugh & Associates:**

Hal Hart

**Moore Engineering:**

Mike Hite  
Tim Dellinger

**Derck & Edson:**

Jim Hocker

On May 26, 2010 at 9:00 AM, a meeting was held in the Penn Manor High School administration office conference room, for the purpose of reviewing the Penn Manor School District Long Range Facilities Plan.

**ITEMS OF DISCUSSION**

1. CRA provided an update on the work completed since the previous committee meeting, which included the following:

**Progress this Period:**

- Finalize initial school facility surveys
- Review of web-based staff survey data

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- Confirmation of current building utilization / capacities
  - Update existing building floor plans in CAD
  - Meeting w/ HS Principal to review HS utilization
  - Develop Cost estimates for previously reviewed conceptual options
  - Further develop existing facility assessments
  - Further develop conceptual plan for Manor MS conversion to HS
  - Develop conceptual plans for stadium options
  - Develop renovation concepts for PMHS
  - Complete CEFPI Facility appraisals
2. CRA provided an update on the work to be completed prior to the next meeting, which included the following:
- Progress Next Period:
- Finalize all facility assessment summaries, including recommendations and cost estimates
  - Further development of recommended facility and site options
  - Specific initiatives assessment
  - Tabulate staff survey information for all buildings
3. CRA distributed and reviewed District-Wide facility school building floor plans, as well as utilization and capacity information, based upon current school facility utilization and the 2007 DeJong Healy enrollment projection report.
4. CRA reviewed the total project cost for options for Hambright Elementary School, including full renovation and addition, new school construction and limited scope, short term life-cycle renewal. CRA will further refine the limited scope of work option, and insure that interior painting is included, as well as technology improvements, commensurate with the other school district elementary school facilities.
6. Options for Penn Manor High School were reviewed, including concept plans and sketches, cost estimates and estimates of reimbursement for the following options:
- New High School
  - "Status Quo" renovations to existing facility
  - "Program" renovations and additions to existing facility
  - Conversion of Manor Middle School to High School
  - Conversion of High School to K-5, 6-8 facility
7. Partial faculty survey results for the Penn Manor High School were reviewed.
8. CEFPI building appraisal data for Hambright Elementary School and Martic Elementary School was briefly reviewed. CRA will provide CEFPI appraisal scores for each school facility.
9. High School football stadium options were reviewed, including concept plans and preliminary cost estimates for the following options:
- Construction of new stadium at Manor Middle School location
  - Conversion of Comet Field turf field to stadium
  - Construction of stadium at Penn Manor High School football field

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10. The Long Range Facility Plan progress and information to date will be reviewed at the 6-22-2010 school board retreat. The next committee meeting will be scheduled after the school board retreat.

Respectfully Submitted,

Hal Hart,  
Associate, AIA, REFP, LEED AP  
Director

cc Steve Skrocki, for distribution at Penn Manor  
Tim Dellinger, Moore Engineering  
Mike Hite, Moore Engineering  
Jim Hocker, Derck & Edson  
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