

MINUTES
Committee of the Whole
June 11, 2001

The Penn Manor School Board met as a Committee of the Whole on the above date at 7:09 p.m. in the Board Room of the Manor Middle School. Present were Mr. Anderson, Mr. Fields, Dr. Frerichs, Ms. Herr, Mr. Herr, Mr. Kline, Mr. Kreider, Mrs. Wert, and Mrs. Withum. Present from the administrative staff were Dr. Campbell, Mr. Stewart, Mrs. Griffis, and Mr. Skrocki. Also in attendance were Mrs. Rhoades and Dolores Warfel.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the June 4, 2001, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Withum, a second by Mrs. Herr, and a unanimous voice vote, the minutes were approved as printed.

Mrs. Griffis introduced Mrs. Rhoades who reviewed the Summer BREAK program. She informed board members that the program operates on a \$4,000 budget and is offered during the weeks of June 11 and 18. Mrs. Rhoades said students in grades 1-8 may participate in Summer BREAK. There are 191 students enrolled this year. That is the highest number of students participating over the last three years. A shuttle service is operated from the Martic and Pequea Elementary Schools with over 30 students taking advantage of this service. Mrs. Rhoades stated that 37 different courses are offered.

Mrs. Griffis reviewed summer in-service offerings. She provided a list of in-service offerings indicating the name of the course, the date it would occur, the course designation, the time of the course, the building and room it would be located in, and the number of individuals signed up for each in-service. Mrs. Griffis informed those in attendance that the in-service booklet is on Penn Manor's web site. She stated that teachers can print the booklet consisting of 27 pages from the site. She reviewed the contract teachers would use for registration. The contract would be submitted first

to the building principal who would approve the appropriateness of the course by signing the contract and forwarding it to Mrs. Griffis. Mrs. Griffis stated that there are also optional in-service offerings that teachers may sign up for. She stated that in-service programs can be designed to meet their individual needs as educators. She cited Dr. Hoepfel, School Psychologist, as an example of individual who might design their in-service program this way. There are approximately 100 in-service programs offered which are taught by Penn Manor teachers. Mrs. Griffis said Penn Manor teachers do a very professional job of presenting the various in-service offerings. In-service programs are offered which are appropriate for elementary, middle school, and high school levels as well as offerings that any level teacher might be interested in. Mrs. Griffis said the in-service programs are open to all Penn Manor staff - including substitute teachers. Mrs. Griffis stated that substitute teachers must meet the requirements of Act 48. Allowing them to participate in Penn Manor's in-service programs allows them to meet this requirement. This year's focus is on reading and writing for all levels, PA Assessment, technology packages, and Safe Schools. The in-service programs are in compliance with Act 48. Mrs. Griffis invited board members to attend the August 14 New Teacher Orientation which will count toward in-service for these individuals. She said the August 28 Opening Day focuses on Safe Schools and bullying and the October 5 in-service focuses on curriculum work in grades K-12. Discussion ensued regarding bullying - who does it and how to deal with it. Mrs. Griffis invited board members to visit any of the in-service programs. Dr. Campbell informed board members that plans are being finalized via the Safe Schools Grant to obtain a second Resource Officer. If the grant is approved, Penn Manor's request will be for a female officer who could deal with issues that a female student might feel uncomfortable about going to Officer Hottenstein with. Quay Hanna's time would also be increased if the Safe Schools Grant is received. Dr. Campbell said this increase in time would hopefully prevent losing Quay's service as there is an increased demand for his time.

Mr. Herr reviewed the June School Board Meeting Agenda. Dr. Frerichs stated that he had concerns about Item 1D - 2001-2005 Coach's Salaries. His concern stemmed from the fact that he did not like the idea of granting head coaches the power to negotiate salaries. He suggested either a change in wording of this item or tabling it until a later date. Dr. Frerichs stated that he would rather have a full-time employee of the district responsible

for salaries. Mrs. Wert indicated her agreement with Dr. Frerichs' concern. Discussion ensued regarding the possible rewording of this item. It was suggested that the item be amended so that the Athletic Director would make decisions regarding salaries in consultation with the head coach. Mr. Stewart reviewed the recommended guidelines and the fact that the Coaches' Association met with he and Mr. Skrocki to recommend the proposal. Mr. Kline indicated he was okay with the suggested change which would have the Athletic Director in consultation with the Head Coach negotiate the Assistants' salary. Board members agreed upon this change in verbiage. The item in question was amended to indicate the above cited change.

Dr. Campbell informed board members that he asked Mrs. Griffis, Mr. Stewart, and Mr. Skrocki to share major issues of the 2000/2001 school year with the board at tonight's meeting. Mr. Stewart reviewed the "At Risk" Response Team and what it does. He said a high school social worker, At Risk counselor, and two additional emotional support teachers will be added this year. He also stated that two high school personnel have been trained in non-violent response to work in conjunction with the team. Mr. Stewart stated that he is very excited about the team. He stated that schools are made safe when a district recognizes the best way to prevent students from becoming violent is to make them feel part of the school so they feel part ownership of the school and do not want to be violent. Mr. Stewart reviewed the fact that Judicial Review Hearings have gone down 61% (from 39 in 1999/00 to 14 in 2000/2001). He stated that he was not sure why the number of hearings was reduced but feels that Jason Hottenstein's presence is part of the reason. Mr. Stewart thanked board members who participated in the hearings. He indicated that he thinks the Twilight School is also part of the reason for the decline in hearings. He reviewed the fact that the Twilight School is an alternative education program. It served 21 students during the 2000/2001 school year with 14 returning to regular school, 4 returning to Twilight School, and 3 students who quit or were removed from the program. Mr. Stewart said he was pleased that the Twilight School staff maintained a commitment to the program throughout the year. The purpose of the Twilight School is to try to motivate students who were not previously successful in the regular school setting to become motivated and successful. He stated that Twilight School is not for only discipline problems. He stated that the school meets the needs of a certain segment of the student population. Dr. Frerichs asked if

students involved in the Twilight School receive a Penn Manor diploma. Mr. Stewart said the intent of Twilight School is to get the student back into the regular school setting. One Twilight School student who was placed during February of his senior year did get a diploma this year. Mrs. Griffis reviewed the Summer Reading Program. She said the program is being provided for ninth grade students who have reading problems and is a precursor to the proposed 10th grade reading program for next year. There are 14 students in the program this summer. The Summer Reading Program gives students some of the reading skills needed to get through the ninth grade science and social studies textbooks. The program is scheduled for two weeks before the start of school. It gives ninth grade students an adult they can identify with. Ten teacher mentors have been added to follow the students through their high school career. Mrs. Griffis said the program was developed by teachers and specialists from all levels. Participants were identified by eighth grade reading teachers. Mrs. Griffis updated board members with regard to the two Transition Committees. She said this is the third year that the committee dealing with the transition of sixth graders to seventh grade has met. A Transition Committee dealing with the transition of eighth graders to ninth grade has just begun work. They have completed the spring orientation. Mrs. Griffis said the study of this topic will be ongoing. Mrs. Griffis also updated the board with regard to homebound instruction. She said a committee met to tighten the process used for homebound instruction. Sited as reasons for being assigned homebound instruction are emotional problems, physical problems, and discipline. She reviewed the new process which includes an entrance meeting when the child goes on homebound and an exit meeting when homebound is completed. Mr. Wert asked how many students are involved. Mrs. Griffis stated that the number of students involved changes each year. The number of students involved during the 2000/2001 school year is ahead of the number involved last year. She estimated that 60 students could be involved. Students can receive 5 hours of instruction a week with instructors being paid \$27 per hour plus mileage. Mr. Skrocki then updated the board with regard to business office technology advancements. He reviewed the New Horizons contract, web casting of graduation and the budget presentation, web based grading and attendance software which will begin being used in the fall, and software being purchased. Mr. Skrocki said Penn Manor will continue to use Tenex services for financial and student software. He also reviewed the use of eSchoolMall and its cost savings advantages and the contract Penn Manor has signed with SEL for

electricity use. Mr. Skrocki reviewed Penn Manor's Intranet site and the fact that every employee has access to the information provided there. He reviewed the utilities court case with PP&L and Safe Harbor, the hiring of a Real Estate Tax Clerk in the business office, and the fact that an interim settlement was reached with PP&L and Safe Harbor with Penn Manor receiving a \$175,000 check. Mr. Skrocki informed board members that he is looking at allowing tax payers to pay their taxes via credit card over the internet on a trial basis. Legal issues are still being worked on but he hopes to have this option available by next July. He said that less than 1% of the tax payers paid by credit card this year. Mr. Skrocki reviewed the 2001/2002 budget, the fact that budget information is available on the internet, the \$150,000 savings from the bond refinancing, the mandatory direct deposit of paychecks, the change over to laser checks, and the fact that various forms used by the professional staff are on the Intranet for their use.

Dr. Campbell introduced Mrs. Linda Baylor. He informed board members that Mrs. Baylor was being recommended on the upcoming School Board Meeting Agenda for employment as the principal of Conestoga Elementary School. Mr. Stewart then reviewed the background relating to the search for a principal at Conestoga. He said he is very excited about bringing Mrs. Baylor to the board for this position. He reviewed her background and stated that he feels Mrs. Baylor will be an outstanding addition to the administrative staff. Mrs. Baylor then informed the board that she is excited to be coming to Penn Manor. She stated that she left her interview being very excited about what was going on at Penn Manor. She stated she plans to be a hands on principal. Board members welcomed Mrs. Baylor to Penn Manor.

Mr. Herr asked if there were any board member comments. Mrs. Withum said she would like to have home school participation in co-curricular activities placed on tonight's voting agenda due to the inordinate amount of time spent to date on this matter. Discussion ensued regarding the pros and cons of home school participation. This item was approved for placement on the agenda on a vote by Mrs. Withum, a second by Ms. Herr, and a unanimous voice vote.

The committee adjourned at 8:18 p.m. on a motion by Ms. Herr, a second by Mr. Kline, and a unanimous voice vote.

June 11, 2001

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room of the Manor Middle School. The meeting was called to order by the President, Mr. C. Willis Herr, at 8:30 p.m.

The following members were present: Mr. Donald H. Anderson, Mr. P. Wayne Fields, Dr. Richard L. Frerichs, Mr. C. Willis Herr, Ms. Sharron M. Herr, Mr. Patrick T. Kline, Mr. Jeffrey G. Kreider, Mrs. Donna J. Wert, and Mrs. Kelly K. Withum. Also present were Dr. Gary B. Campbell, Superintendent, Mr. Stephen B. Skrocki, Administrative Assistant for Business, Mr. Donald F. Stewart, Administrative Assistant for Personnel and Planning, and Mrs. Ellen P. Griffis, Administrative Assistant for Curriculum and Instruction.

The meeting was opened with prayer by Mr. Anderson and was followed by the salute to the flag.

Mr. Herr announced that the next regularly scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, July 9, 2001, in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked if there were any additions or corrections to the Minutes of the May 7, 2001, School Board Meeting. There were none. It was moved by Mr. Anderson and seconded by Mrs. Withum to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mr. Herr read a letter from Ms. Herr indicating she would be resigning from the board effective June 16 due to her upcoming marriage and move from the Penn Manor School District. Mr. Herr extended congratulations to Ms. Herr and praise for her service to the district during her tenure on the board. He read a proclamation to be presented to Ms.

Herr from the board and also presented her with a plaque.

Dr. Campbell informed those in attendance that graduation was excellent. He commended the high school staff and all others involved. Dr. Campbell indicated that various groups within the graduating class - Career and Technology students, National Honor Society, etc. - were recognized and stated that this was a nice addition to the graduation ceremony. He stated that he felt this was the most dignified graduation he has ever seen and stated that he hopes the trend continues. Dr. Campbell said asbestos abatement at Letort will begin this week with a meeting scheduled to begin the Eshleman renovation process.

Michael Stone, Student Council Representative, informed board members that school has ended, graduation was great, and he will be back next year as the senior class Student Council representative to the board.

It was moved by Mrs. Withum and seconded by Mr. Fields to approve the Treasurer's Report for the month of May, 2001, as presented and to authorize payment of bills in the amounts of \$289,621.84 dated May 2, 2001, \$130,436.35 dated May 8, 2001, \$86,068.82 dated May 8, 2001, \$63,570.04 dated May 10, 2001, \$288,577.11 dated May 11, 2001, \$271,596.37 dated May 16, 2001, \$32,591.05 dated May 16, 2001, \$17,555.33 dated May 18, 2001, \$63,181.89 dated May 21, 2001, \$58,892.96 dated May 22, 2001, \$5,311.88 dated May 26, 2001, \$161,263.90 dated May 29, 2001, and \$452,765.59 dated May 30, 2001, for a total of \$1,921,433.13 from the General Fund; \$57,931.73 dated April 12, 2001, \$512.43 dated May 8, 2001, \$92,322.22 dated May 11, 2001, \$56,231.84 dated May 17, 2001, and \$74,352.94 dated May 30, 2001, for a total of \$281,351.16 from the Capital Reserve Fund; \$13,271.25 dated May 29, 2001, for a total of \$13,271.25 from the 1996 Construction Fund; \$1,495.00 dated May 11, 2001, \$0.00 dated May 15, 2001, and \$60,026.82 dated May 18, 2001, for a total of \$61,521.82 from the Capital Reserve Fund; \$77.55 dated May 16, 2001, for a total of \$77.55 from the Athletic Reserve Fund; and payroll in the amounts of \$569,830.82 dated May 16, 2001, and \$610,738.96 dated May 30, 2001. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

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It was moved by Mrs. Withum and seconded by Ms. Herr to approve the district's Administrative Compensation Plan for the year beginning July 1, 2001. A copy of the plan is on file in the Superintendent's Office. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Ms. Herr and seconded by Mr. Herr to approve the Revised 2001/2002 calendar as cited on page 11 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 11)

It was moved by Ms. Herr and seconded by Mrs. Withum to approve payment to the classified staff members of \$15 per day for unused sick leave upon their retirement contingent upon at least 15 years of consecutive employment with Penn Manor School District preceding the date of retirement. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Anderson to approve the 2001-2005 coach's salary schedule as amended and as cited on pages 12-13 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 12-13)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the Memorandums of Understanding between the Penn Manor Education Association and the Penn Manor School District as cited on pages 14-15 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

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(see pages 14-15)

It was moved by Mr. Kreider and seconded by Mr. Anderson to approve adoption of a tentative budget for 2001/02 listing expenditures in the amount of \$44,712,776. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Fields and seconded by Mrs. Wert to approve authorization of the intent to levy taxes necessary for the support of the budget under Act 511. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Dr. Frerichs to approve authorization of the intent to levy other taxes for the support of the budget as cited on page 16 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 16)

It was moved by Dr. Frerichs and seconded by Mr. Kreider to approve adoption of a resolution setting the discount, base, and penalty rates for taxes and the period of time applicable for each of the above rates as cited on page 17 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 17)

It was moved by Mrs. Wert and seconded by Mr. Kreider to approve the actions of the Judicial Review Committee as listed on page 18 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 18)

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It was moved by Dr. Frerichs and seconded by Mr. Anderson to accept the individuals listed on pages 19-20 of the agenda for employment or change in status(*) according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 19-20)

It was moved by Mr. Fields and seconded by Mrs. Withum to approve the following amended retirement dates.

Abel, Vivian - retiring - effective July 2, 2001
(formerly retiring effective at the close of the 2000/01 school year)

Green, E. Milton - retiring - effective July 2, 2001
(formerly retiring effective at the close of the 2000/01 school year)

Huber, Gail S. - retiring - effective July 2, 2001
(formerly retiring effective at the close of the 2000/01 school year)

Mullins, Douglas R. - retiring - effective July 2, 2001
(formerly retiring effective at the close of the 2000/01 school year)

Rovers, Reynaldo T. - retiring - July 2, 2001
(formerly retiring effective at the close of the 2000/01 school year)

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the following retirements.

Bushong, Marjorie D. - elementary professional employee - effective 7/2/01

Flaherty, Barbara - secondary professional employee - effective 7/2/01

Gutshall, Linda E. - elementary professional employee - effective 7/2/01

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Dr. Frerichs to accept the resignations cited on page 21 of the agenda. This motion was passed by a unanimous voice vote. (see page 21)

It was moved by Dr. Frerichs and seconded by Mrs. Wert to approve the individual listed on page 22 of the agenda for substitute teaching 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 teacher list. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 22)

It was moved by Mrs. Wert and seconded by Mr. Kline to grant tenure to the individuals listed on page 23 of the agenda as they have completed the requirement of three years satisfactory teaching performance within the school district. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 23)

It was moved by Dr. Frerichs and seconded by Mr. Anderson to grant Designated Family Medical Leaves to the individuals cited on page 24 of the agenda according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 24)

It was moved by Mr. Fields and seconded by Mrs. Withum to accept the following resignations.

Lawrence, Larry - Custodian/Martic - effective 6/6/01

Reddig, Trudy - Aide/Eshleman Elementary - effective 5/25/01

Way, Rebecca - Computer Lab Aide/Marticville - effective 5/30/01

This motion was passed by a unanimous voice vote.

It was moved by Mrs. Withum and seconded by Mr. Anderson to accept the individuals listed on page 25 of the agenda for employment or change in status(*) according to the terms cited. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 25)

It was moved by Mrs. Withum and seconded by Dr. Frerichs to approve the tax exoneration as listed on page 26 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 26)

It was moved by Mr. Fields and seconded by Mr. Kreider to accept the following bus drivers for the 2000/01 school year.

Tina Fuhrman
Dianna Russel

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Kline and seconded by Mr. Fields to approve the following students, having met the criteria a set forth in our

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Non-resident Student Policy, as Tuition Free Seniors according to the effective dates cited.

Amanda Mellott - effective 1/22/01

Michael Rineer - effective 5/5/01

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mrs. Wert to approve the individuals listed on page 27 of the agenda to the positions of track judges, ticket takers, ticket sellers, timers, and scorers for the spring sports season with the stipend as approved at the 10/9/00 school board meeting. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 27)

It was moved by Mrs. Wert and seconded by Dr. Frerichs to approve the individuals listed on page 28 of the agenda for employment in the 2001 Summer BREAK Program at the rate of \$26 per hour. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 28)

It was moved by Mrs. Withum and seconded by Ms. Herr to approve the following waiver resolution.

RESOLVED, THEREFORE that the Board of School Directors of Penn Manor School District hereby requests from the Department of Education a waiver of Section 960(a) of the School Code, 24 P.S. 9-960(a), so that the Board of Directors of the Lancaster-Lebanon Intermediate Unit No. 13 will consist of one member from each school district included within the Lancaster-Lebanon Intermediate Unit No. 13. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T.

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Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve purchasing insurance from the Boston Mutual Company at an annual premium of \$4,650 (this includes a school trip/special activities rider) and offering voluntary accident insurance to students at a rate of \$36 per year for school time coverage and \$130 per year for 24-hour per day coverage for the 2001/2002 school year. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Mr. Fields to approve the budget transfers listed on Penn Manor's web page. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (<http://www.pmsd.k12.pa.us./tr/tr.html>)

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the following substitute teacher pay rates for the 2001/02 school year:

- A. From 1 to 45 days - a daily rate of \$100
- B. From 46 to 90 days, consecutively - a daily rate of \$135 with no fringe benefits. (75% of beginning salary daily rate rounded to the nearest dollar)
- C. "Long-term Substitute Teachers" - (those persons employed in professional positions and whose employment at the time of hiring is expected to continue for one semester or more) shall be paid a per diem rate equal to the starting salary for the applicable credit column divided by 188 days in 2001/02 per the Negotiated Agreement with fringe benefits as defined by the Negotiated Agreement.

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Kline to approve compensation in the amount of \$2,500 for the Board Secretary for the 2001/02 fiscal year. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Mr. Kline to approve the classified salaries for the 2001/02 school year as listed on pages 29-40 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.
(see pages 29-40)

It was moved by Mrs. Withum and seconded by Dr. Frerichs to approve a contract with the Lancaster County Office of the Aging effective July 1, 2001, through June 30, 2002, for participation in the Senior Community Service Employment Program. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Mr. Kline to appoint Mr. Stephen B. Skrocki, Business Manager, as Tax Collector for the Penn Manor School District for the fiscal year beginning July 1, 2001, and set the bond for this position at \$200,000 and to further authorize that the school district purchase this bond. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Fields and seconded by Dr. Frerichs to approve an agreement with the Lancaster-Lebanon IU13 for provision of spe-

cial education programs and services for the 2001/2002 school year at an estimated cost of \$839,854. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Mr. Kline to approve a contract with Delta Dental of Pennsylvania for dental administration at a rate of 12.50% of claims paid effective July 1, 2001, to June 30, 2003. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mr. Kline to approve awarding of the photocopier bid to Engle Business Systems in the amount of \$90,475 per the bid tabulation cited on page 41 of the agenda. This contract will also include a service agreement in the amount of \$.0055 per copy for the period of July 1, 2001 to June 30, 2005. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 41)

It was moved by Mr. Fields and seconded by Dr. Frerichs to approve awarding of the Wintel computer components bid per the tabulation sheet attached to the Minutes. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 41)

It was moved by Mrs. Withum and seconded by Mr. Kline to award the utility tractor bid in the amount of \$18,449 per the bid tabulation cited on page 42 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 42)

It was moved by Mr. Kline and seconded by Mrs. Wert to ratify the Natural Gas Supply bid to Gasmark (supply) and UGI (transportation) for the period of July 1, 2001, to June 30, 2002, as per the bid summary cited on page 43 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.
(see page 43)

It was moved by Mr. Fields and seconded by Mrs. Withum to ratify the 2001/2002 Lancaster-Lebanon IU13 Joint Purchasing Budget in the amount of \$61,533. Penn Manor School District's share is \$2,400. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Ms. Herr to approve Buchart Horn, Inc. to complete a Martic Elementary School waste water treatment plant denitrification study at a cost of \$4,000. Payment to be made from the General Fund. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Kline to approve advertising for the bid of the following items for the 2001/2002 school year:

- Ice Cream
- Milk and Fruit Drinks

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Fields and seconded by Mrs. Withum to approve the individuals listed on page 44 of the agenda for employment in

the Summer Reading Program at the rate of \$27 per hour. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 44)

It was moved by Mr. Fields and seconded by Dr. Frerichs to grant permission to advertise for the sale of the following items:

Vertical Vegetable Cutter
Mobile Salad Bar

This motion was passed by a unanimous voice vote.

It was moved by Mr. Fields and seconded by Mr. Kline to approve the employment of ELA Group to conduct a study for Manor Middle School athletic fields at an estimated cost of \$3,000 to \$4,000. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Mr. Kreider to approve the 2001/2002 School Breakfast and Lunch prices as cited on page 45 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 45)

It was moved by Mr. Kreider and seconded by Mr. Fields to ratify the IU Joint Purchasing bids for the following items per the tabulations cited on pages 46-51 of the agenda for the period of May, 2001 - June, 2002.

Instructional Supplies (Art & Paper)
Trainer/Medical Supplies
Technology Education Supplies
Custodial Supplies
Cafeteria Supplies

2833

Technology Education Supplies Catalog
Art Supplies Catalog

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 46-51)

It was moved by Mrs. Wert and seconded by Dr. Frerichs to approve a contract with Lancaster Prep School for the 2001/2002 school year for a Penn Manor student in the amount of \$8,470 for tuition and a \$350 registration fee. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, yes; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Withum and seconded by Mr. Kreider to vote on participation of home school students in co-curricular activities. No vote was taken due to the fact that it was moved by Dr. Frerichs and seconded by Mr. Fields to table this item at the present time. The following call vote was taken on this motion. Donald H. Anderson, opposed; P. Wayne Fields, yes; Richard L. Frerichs, yes; Sharron M. Herr, opposed; C. Willis Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, opposed; Donna J. Wert, yes; and Kelly K. Withum, yes.

The meeting adjourned at 10:07 p.m. on a motion by Dr. Frerichs, a second by Ms. Herr, and a unanimous voice vote.

C. Willis Herr, President

Dolores E. Warfel, Secretary