

MINUTES
Committee of the Whole
September 10, 2001

The Penn Manor School Board met as a Committee of the Whole on the above date at 7:02 p.m. in the Board Room of the Manor Middle School. Present were Mr. Anderson, Mr. Fields (arriving at 7:13 p.m.), Dr. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis 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 several Penn Manor residents, Millersville University students, Mrs. Rhoades and Mrs. 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 August 27, 2001, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Withum, a second by Mr. Anderson, and a unanimous voice vote, the minutes were approved as printed.

Mr. Stewart introduced Mrs. Patricia Pearson the newly hired half time assistant principal. Mr. Stewart informed those in attendance that Mrs. Pearson would be serving as assistant principal at Marticville Middle School. She will be assisting Mr. Doan with Letort 4-6 grade students. Mr. Stewart reviewed Mrs. Pearson's background. He stated that he welcomed her to the administrative staff. Mrs. Pearson greeted the board and thanked them for the opportunity to serve in this position.

Mr. Nett then provided those in attendance with a virtual tour of the Letort renovation site. He stated that the Letort project is the least bothersome construction project undertaken by Penn Manor to date. Mr. Nett credited this fact to the effective leadership team who made tough decisions initially making construction documents very complete. He stated that there is a good group of contractors involved who care about the project. Mr. Nett stated that the fact that a deadline is not being fought due to

the fact the the building is vacant provides a lot of time to do the job and do it correctly. He stated that things are going very well at the construction site with only one change order for asbestos removal to date. Several other change orders are being negotiated. Mr. Kreider asked if the new roof was on the building. Mr. Nett indicated that it was 3/4 finished. Mrs. Wert asked if the asbestos removal was in one room. Mr. Nett said it was not. He stated that asbestos was found in the mastic under floor tiles and in the mastic that held blackboards against the walls. Mr. Kline questioned problems Lancaster City School District was having and what would keep Penn Manor from having similar problems. Mr. Nett said that the city handled their construction differently than Penn Manor. Penn Manor has an employee who oversees the construction project as well as resides in the district. Mr. Nett said he feels that both as an employee and taxpayer of the district he has a vested interest in the project. In his capacity as overseer of the project he and the general contractor agreed not to pour any structural member at the site without two hours notice being given to Mr. Nett giving him sufficient time to review the anticipated work. Dr. Campbell said that rarely a day goes by that Mr. Nett is not at the site. He stated that Mr. Nett's presence at the site is critical and has saved the district a great deal of money. Board members commended Mr. Nett for his efforts.

Mr. Stewart reviewed the Elementary Assistant Principal (part time) Position Description needed due to the employment of Mrs. Pearson. He stated that Mrs. Pearson is the first elementary principal serving in a part-time capacity. Mr. Stewart asked for approval to place the above cited position description on the September School Board Meeting Agenda. This item was approved for placement on the September School Board Meeting Agenda on a motion by Mrs. Withum, a second by Mr. Kreider, and a unanimous voice vote.

Dr. Campbell reviewed a request from the 2002 Post Prom Committee for approval to place a trailer on Penn Manor School District property for the storage of Post Prom decorations, etc. He reviewed the success of the past post prom programs. He said the committee has four themes which they rotate over a four year period. A trailer would facilitate storage of materials for the four topics from year to year and their reuse at the appropriate time. The committee is now running out of storage space for these materials and would like permission to place a donated trailer on Penn Manor

School District property. Mr. Thomas Herr said these materials have been stored in homes and business sites since 1999. Mrs. Wert questioned whether there might be a classroom available for this use once the Letort and Eshleman renovations are completed. Dr. Campbell said that he very much doubted there would be as every building Principal can find an academic related use for rooms in their building. He stated that the district's only concern, which he thought was a minor concern in reality, would be one of liability. The suggested location for the trailer would be Comet Field with an exact location on that site to be determined (possibly behind the site of bus parking). After discussion, on a motion by Mr. Kline, a second by Mrs. Withum, and a unanimous voice vote the board recommended approval for placement of the trailer on Penn Manor School District property with the understanding that the administration will find a location for it which does not detract from the district.

Item 5 - Resignation/Replacement of Board Member and Committee Assignments - was tabled.

Dr. Campbell presented a power point presentation regarding Cyber Schools. He reviewed the cyber school students/home school students issue, the cost to the district for students enrolled in cyber schools which would be based on the district tuition rate and additional costs for special needs students whether identified or not prior to enrollment in the cyber school, impact on school district budgets, refusal to pay cyber school invoices and possibility of having subsidy money withheld, possible litigation, concerns such as governance, financing, and accountability, and fact that cyber schools do not fall under the charter school law. He stated that he is not opposed to charter schools as he feels they are going to be part of the future. In fact, Dr. Campbell stated Penn Manor had considered starting their own charter school. He is, however, against cyber schools located outside the district and the paying of taxpayer dollars for an education for which the local district has no standards or accountability. Mr. Fields asked how much subsidy Penn Manor receives per student. Mr. Skrocki stated that Penn Manor receives \$1,500 in subsidy per student and more than that for an identified special needs student. Mr. Skrocki reviewed the payment basis for subsidies received. Mr. Kline asked if Penn Manor would have to pay tuition to the Lancaster City School District if a Penn Manor student attends the Lancaster City Charter School. Dr. Campbell said we would. Mr. Kline asked if the Charter School would have to provide us

with any information regarding curriculum. Dr. Campbell stated that they do not. Mr. Kline expressed his concern with this fact and asked if this issue is being dealt with. Dr. Campbell said he has no idea how this will work out. He said that the district solicitor and the Lancaster-Lebanon Intermediate Unit have recommended that the district: 1) doesn't pay the invoices received from cyber schools, 2) do not permit parents to enroll a student in the district and then immediately withdraw them, and 3) supply information to the cyber school only upon request from the parent. Mrs. Withum stated that charter schools are mostly local charters while cyber schools are regional. She questioned why the district should spend tax dollars for education occurring outside of the district. Mr. Kreider asked if any districts throughout the state have paid cyber school tuitions. Dr. Campbell said he is not sure. He stated that PSBA is recommending that districts do not pay the invoices. He reviewed the fact that various districts across the state are approving resolutions in opposition to cyber schools. He said if no resolution was approved by the board, each district would be charged \$2,000 per student. Mr. Willis Herr asked board members if they wish to issue a similar resolution. Dr. Campbell read a resolution being recommended for approval for placement on the September School Board Meeting Agenda which states Penn Manor's opposition to cyber schools operating as charter schools in the Commonwealth of Pennsylvania. Dr. Frerichs asked if the solicitor reviewed this resolution. Mr. Stewart said the wording for the resolution came from PSBA. Mr. Fields indicated he would like the solicitor to review it. Mr. Kreider questioned the need for the addition of a statement indicating taxpayer money should not pay for cyber schools. It was determined that this was not needed. Approval for placement of this resolution on the September School Board Meeting Agenda was granted on a motion by Mrs. Withum, a second by Mr. Kline, and the following vote: Mr. Anderson, yes; Mr. Fields, no; Dr. Frerichs, no; Mr. Willis Herr, yes; Mr. Thomas Herr, yes; Mr. Kline, yes; Mr. Kreider, no; Mrs. Wert, no, and Mrs. Withum, yes.

Mr. Stewart provided board members with an update on the Letort hub. He said Letort kindergarten students are being transported to Central Manor Elementary, Letort 1-3 grade students are being transported to six classrooms at Manor Middle School, and Letort 4-6 grade students are being transported to six classrooms at Marticville Middle School. Mr. Stewart said the educational transition has gone exceptionally well. He stated that he thinks benefits will be seen from having elementary students in the

middle schools. Mr. Stewart stated that a parent concern has been busing. Five buses pick up Letort students and bring them to the high school in the morning. Initially, in the evening, some students got home as late as 5:00 p.m. That time has been lowered so that students currently arrive home by 4:45 p.m. Mr. Stewart reviewed pick up and arrival home times for Letort students last year versus this year. He stated that Letort students spend approximately 35 more minutes on the bus this year due to the renovation project. Mr. Stewart stated that each day busing gets better and it is hoped that this time will be decreased even further. Mr. Stewart stated that one of the five buses leaves the hub and goes to Eshleman Elementary School for the After School Program. Mr. Stewart said that significant progress has been made with busing and that the administration is very satisfied with the programs at the middle schools and Central Manor Elementary School.

Mr. Willis Herr reviewed the September School Board Meeting Agenda.

Mr. Willis Herr asked if any board members would like to attend the School Leadership Conference at Hershey. He stated he would be interested in attending as he felt it was very worthwhile in the past and asked fellow board members to let him know if they were also interested in attending. Mrs. Withum has already registered for the conference.

Dr. Campbell updated the board with regard to the lights being proposed for placement on the Manor Middle School by the Junior Midget Football Boosters. He stated that both Mr. Blevins and Mr. Shover were in attendance at tonight's meeting. Dr. Campbell said the lights in question are old and not as bright as the new lights being purchased for Glatfelter Field. He stated that he supported the installation of the lights and stated that the only zoning issue is that on a permanent basis lights may not be greater than 35 feet high with a variance. Mr. Mark Blevins stated that the booster's could possibly purchase new lights for use on the old poles if Mr. Smith will grant a variance for these lights leaving them at the higher level since they will be installed on a temporary basis. Mr. Shover said new lights would be 4 to 5 times brighter than the old style. He stated that the new lights would be the same lighting used on the high school field. Dr. Campbell stated that Barry Smith from the Manor Township Office said a variance would be an option. One of the concerns relating to the height of the lights is the shining of the lights on neighboring structures. The poles

have been taken down at Glatfelter Field and are being stored at Mr. Shover's home. Mr. Blevins said the lights would be taken down by the booster's at the board's request. Dr. Campbell recommended proceeding to identify an area that is acceptable to the district and the Junior Midgets for installation of the lights with the understanding that township ordinances are met and that there would be no cost to the district. The board granted permission for the booster's to proceed with this project according to Dr. Campbell's recommendation.

The Committee of the Whole adjourned at 8:16 p.m. on a motion by Mr. Kreider, a second by Mrs. Withum, and a unanimous voice vote.

September 10, 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 8:12 p.m.

The following members were present: Mr. Donald H. Anderson, Mr. P. Wayne Fields, Dr. Richard L. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis 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 Dr. Campbell 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, October 8, 2001, in the Board Room of the Manor Middle School at 8:15 p.m.

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 August 13, 2001, School Board Meeting. There were none. It was moved by Mrs. Withum and seconded by Mr. Anderson to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mr. C. Willis Herr recognized Michael Stone, Senior Student Council Representative, and Melissa Pohlman, junior class member hoping to serve as Junior Student Council Representative. Michael thanked board members for sending two students and a teacher/chaperone to the PSBA School Leadership Conference in October. He stated that he felt school

safety would be a topic at this conference. Michael stated that the Homecoming Pep Rally would be held on October 4, the Homecoming football game would be held on October 5, and the Homecoming dance would be held October 6. He stated that Quay Hanna and five former Penn Manor students would be making a presentation to the student body on September 21 at 9:10 a.m. and 10:30 a.m. Melissa Pohlman informed those in attendance that election of Student Council Representatives would be held September 12. She stated that Student Council plans for the year will be discussed at the first meeting.

Dr. Richard Frerichs read a letter from Mr. Fields stating his resignation from his position on the Penn Manor School District Board of Directors effective September 15, 2001. Mr. C. Willis Herr read a Proclamation being given to Mr. Fields and presented him with a plaque recognizing his service on the board. Mr. C. Willis Herr thanked Mr. Fields for his commitment to the district.

Dr. Campbell distributed information regarding the Standard and Poore State Assessment. He reviewed a letter from Central Penn Business Journal citing Penn Manor School District as a finalist for the "Best of the Web" Award. Dr. Campbell said he was very pleased with the start of the the 2001/2002 school year. He stated that plans are proceeding for the Eshleman construction project with Plancon documents ready to be approved. An issue of concern relating to the Eshleman renovation project is how to do the HVAC system due to the slanted roof. He stated that he anticipates having an individual principal for both Eshleman and Letort.

Mr. Skrocki informed board members that the Treasurer's Report for the Month of August, 2001, was not available at this meeting but would be distributed at the October School Board Meeting. It was moved by Mr. Anderson and seconded by Mr. Kline to approve payment of bills in the amount \$270,977.96 dated August 8, 2001, \$68,098.25 dated August 10, 2001, \$235,415.69 dated August 8, 2001, \$84,242.04 dated August 13, 2001, \$52,083.00 dated August 7, 2001, \$66,524.67 dated August 14, 2001, \$365,679.42 dated August 22, 2001, \$62,085.49 dated August 22, 2001, and \$11,367.97 dated August 27, 2001, for a total of \$1,216,474.49 from the General Fund; \$39,859.90 dated August 6, 2001, \$119,083.73 dated August 28, 2001 for a total of \$158,943.63 from the Cafeteria Fund;

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\$420.00 dated August 10, 2001, \$644,087.19 dated August 16, 2001, \$98,705.70 dated August 23, 2001, and \$86,756.19 dated August 30, 2001 for a total of \$829,969.08 from the Capital Reserve Fund; \$4,473.06 dated August 15, 2001, and \$3,030.78 dated August 30, 2001 for a total of \$7,503.84 from the Athletic Reserve Fund; and payroll in the amounts of \$528,697.56 dated August 22, 2001, and \$547,909.27 dated September 5, 2001. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas 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. Withum to approve the Elementary Assistant Principal (part time) Position Description as amended and as 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; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see attached sheet)

It was moved by Mrs. Withum and seconded by Mr. Anderson to approve for "Final Reading" the Internet Safety Policy as cited on pages 7-8 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 7-8)

It was moved by Mrs. Withum and seconded by Dr. Frerichs to approve the individuals listed below to the positions of track judges, ticket takers, ticket sellers, timers, and scorers for the fall sports season.

Julie Bibiloni
Wardel Jackson
Dave Kimmick
Bill Saltzman
Justine Webster

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H.

Thomas 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 Mrs. Withum to approve the amended tax exonerations as listed on the attached sheet. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see attached sheet)

It was moved by Mrs. Wert and seconded by Mr. Fields to approve the individuals listed below to the position of Twilight School Instructor for the 2001/2002 school year at a cost of \$27 per hour.

Richard Brenton
Gerard Egan
Kathy Grenier
Constance Jackson
Greta Wildasin

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas 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. H. Thomas Herr to approve a change order for asbestos removal at Letort Elementary School in the amount of \$3,000 payable to First Capital Insulation, Inc. The change order is for the removal of asbestos containing mastic used to hold up the classroom chalkboards. This included the removal from the back of the boards and the walls. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas 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 accept the individuals cited on page 10 of the agenda and on the addendum for employment or change in status(*) according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson,

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yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 10 and the addendum)

It was moved by Mr. Anderson and seconded by Mrs. Withum to approve the individuals listed on page 11 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; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.
(see page 11 of the agenda)

It was moved by Dr. Frerichs and seconded by Mrs. Wert to accept the resignations cited below.

Band Front Instructor.....Jessica James
Marching & Maneuvering, Assistant.....Scott Siegel
Soccer, Assistant Varsity Boys'.....Jason Hottenstein

This motion was approved by a unanimous voice vote.

It was moved by Dr. Frerichs and seconded by Mr. Kline to appoint the individuals listed on page 12 of the agenda to the co-curricular positions cited for the 2001/2002 school term with the stipend as listed. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 12)

It was moved by Mrs. Withum and seconded by Mrs. Wert to accept the individuals listed on pages 13-14 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; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 13-14)

It was moved by Mr. Fields and seconded by Mr. H. Thomas Herr to appoint the individual listed below to the co-curricular position cited for the 2001/2002 school term.

Substitute Athletic Trainer.....Devon E. Brubaker

The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas 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. Kreider to approve the individuals listed on page 15 of the agenda as Mentors for the 2001/2002 school year as per the attached. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 15)

It was moved by Mrs. Withum and seconded by Mr. Anderson to approve the Cyber-Charter Schools Resolution as amended pending review by the solicitor. The following call vote was taken on this motion. Donald H. Anderson, yes; P. Wayne Fields, yes; Richard L. Frerichs, no; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, no; Jeffrey G. Kreider, no; Donna J. Wert, no; and Kelly K. Withum, yes.

The meeting adjourned at 9:07 p.m. on a motion by Mr. Anderson, a second by Mr. Kreider, and a unanimous voice vote.

C. Willis Herr, President

Dolores E. Warfel, Secretary