

MINUTES
Committee of the Whole
March 11, 2002

The Penn Manor School Board met in Executive Session at 7:00 p.m. on the above date in the Board Room of the Manor Middle School for the purpose of discussing real estate and personnel matters. They adjourned Executive Session and met as a Committee of the Whole at 7:32 p.m. Present were Mr. Anderson, Dr. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis Herr, Mr. Kline, Mr. Kreider, Mr. Lyon, Mrs. Wert, and Mrs. Withum. Present from the administrative staff were Mr. Stewart, Mrs. Griffis, and Mr. Skrocki. Dr. Campbell was absent due to illness. Also in attendance were Penn Manor residents, Millersville University students, Mr. Michael Leichter, Mr. Kevin Peart, Mrs. Mary Kay Fair, and Mrs. Dolores Warfel.

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

Mr. Willis Herr asked the committee whether there were any additions or corrections to the Minutes of the March 4, 2002, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Withum, a second by Mr. Thomas Herr, and a unanimous voice vote, the minutes were approved as printed.

Mr. Skrocki reviewed the Athletics, Student Services, Transportation and Staff Development Budgets via the Penn Manor budget web page. He stated that the Athletics budget totaled \$104,000 which equals an 8.3% increase over last year. This increase is due in part to the \$5,000 reconditioning charge for wrestling mats, the addition of \$2,000 relating to the addition of junior high track and field as a sport, and the addition of two home football games and costs associated with those games. Mr. Skrocki said there are no officials fees or game fees included in this category. Security costs for the games are also not included. Mr. Willis Herr asked if cost for the two additional football games would be offset by the additional revenues from these games. Mr. Skrocki said that would basically be true but the revenue goes to the Athletic Student Activity Fund Account while the expenses are borne by the General Fund. The Student Services Budget was reviewed. Mr. Skrocki said this budget covers special education, tui-

tion, and psychology items. Included in the budget is \$43,484 for special education teacher supplies, etc. This portion of the budget remains the same as the 2001/2002 figure. Mrs. Withum asked if the proposed addition of the Life Skills Class is added into this budget. Mr. Skrocki and Mrs. Griffis informed board members that Penn Manor would not be taking over the Life Skills Class. Mrs. Griffis indicated she would provide more information regarding this topic in a later item. Also included in the Student Services Budget are special education tuition costs totaling \$439,700. Mr. Skrocki said there is a 75% (\$188,000) increase in the tuition portion of the Student Services Budget. A large portion of this increase can be attributed to cyber school costs with a total of \$250,000 being budgeted for cyber schools alone. Mr. Skrocki said this figure could change depending on the results of the pending litigation. Dr. Frerichs questioned why cyber school costs are included in the special education tuition portion of the budget. Mr. Skrocki stated that cyber school costs are included in this portion of the budget because they are tuition type charges. Included as well is \$75,000 for tuition paid to private schools for Penn Manor students attending these facilities. Private school tuitions are by court order. A budget figure for legal special education costs is also part of the tuition portion of this budget. Mr. Lyon asked if subsidy for special education would be going up. Mr. Skrocki said there is a 2% increase expected. The Psychology Budget of \$15,500 (a 7.2% decrease from last year) is also part of the Student Services Budget. This budget provides equipment, books, and travel for the psychologists. Mr. Skrocki said the decrease in this budget item is due to the fact that last year's budget included one time costs relating to the employment of Mr. Leino. Mr. Skrocki then reviewed the Transportation Budget. He said this is a large budget item with a total of \$2,312,070 budgeted for 2002/2003. This is a \$74,802 increase (3.3%) over the 2001/2002 budget. Mr. Skrocki stated that this increase is due to the fact that Penn Manor pays their bus contractors via the state formula which is based in part on the Consumer Price Index. The state formula for 2002/2003 has increased by 3.4% resulting in a major portion of the increase in the Transportation Budget. There is also an increase relating to the transportation of Eshleman students to Manor and Marticville Middle Schools in 2002/2003 and the purchase of a lap top and new printer for the Transportation Coordinator. The In-Service Program Budget of \$5,000 was reviewed. Mr. Skrocki said the budgeted figure is the same as that of 2001/2002. One hundred professional development classes are provided the professional staff with all but one of these classes being taught by

Penn Manor staff members. Mr. Skrocki stated that the majority of this budget is for refreshments for the various meetings. Mrs. Griffis informed board members that budget transfers may be done for an electronic Act 48 database tracking system and registration system for teachers. She stated that she would be providing more information regarding this possibility at a later date. Mr. Stewart stated that Penn Manor has quality teachers and he supports using Penn Manor staff members to teach in-service offerings. The Differentiated Supervision Budget of \$5,600 was reviewed. Mrs. Griffis reviewed the DSSD Plan and informed board members it can be found on Penn Manor's web page. She stated that the quality of the DSSD projects has improved over the past several years. Mr. Skrocki then provided a brief budget summary. He said not much has changed but that interim real estate payments are being received. So far, \$2,000,000 in assessments equaling approximately \$28,000 in additional taxes has been received. The receipt of this money will help the tax base and bring down the potential tax increase.

Mr. Stewart asked for approval to place a Revised 2002/2003 school calendar on the March School Board Meeting Agenda. He explained that March 24 will now be cited as a Snow/Vacation Day due to the fact that the original calendar did not have January 31 sited. Approval for placement of this item on the March School Board Meeting Agenda was approved on a motion by Mrs. Withum, a second by Mr. Thomas Herr, and a unanimous voice vote.

Mrs. Withum reviewed the I.U.13 Budget. She stated that increases in the budget do not impact the district directly in terms of district contribution. The I.U. Budget consists of a General Operating Budget of \$3,598,734 and an IMS Budget of \$997,655. Mrs. Withum asked for approval to place this item on the March School Board Meeting Agenda. Approval was granted on a motion by Mrs. Wert, a second by Mr. Kline, and a unanimous voice vote. Dr. Frerichs asked if any consideration was being given to changing the membership of the I.U. Board. Mrs. Withum said there would be no change due to the fact that there was not a unanimous vote of districts involved. Mr. Stewart informed board members that he would be asking for a representative to the I.U. Board at the next meeting. Mrs. Withum stated that she feels it is important to have continuity on a board and stated that she would like to remain in this position. Fellow board members agreed that Mrs. Withum should remain Penn Manor's representative to the I.U.

Board.

Mrs. Griffis reviewed a request made last week for permission to proceed with a possible Transfer of Entity of the Life Skills Class at the high school. She stated that Lampeter-Strasburg had two concerns with the potential transfer, 1)they had a concern with a three year commitment and 2)they were uncomfortable with possible liability issues. Under the current arrangement, when there is a problem in a building involving one of the Life Skills Classes operated by the I.U., the I.U. is liable. Lampeter-Strasburg feels that Penn Manor should be liable for the class as it would be housed in a Penn Manor building. Mr. Stewart said Penn Manor is not willing to take liability responsibility for Lampeter-Strasburg students in a classroom. Mrs. Griffis said that because of these concerns, the proposed transfer will not take place. She said Penn Manor does not want to enter into such an agreement with any other district.

Mrs. Griffis informed board members that the cyber school Lancaster hearing has been postponed indefinitely. The Montgomery hearing is postponed pending the results of PSBA versus Zogby litigation. Mrs. Griffis said Einstein lost its internet provider due to not paying bills totaling \$80,000.

Mr. Herr then reviewed the March School Board Meeting Agenda. Mrs. Wert questioned why six copiers were being advertised for as stated in Item 3 - Approval to Advertise. Mr. Skrocki said current copiers were purchased six years ago. The district now has copiers which have run 3-5 million copies. They are constantly in need of repair with maintenance costs going up. He stated that there is no resale value to the copiers due to this high volume of use. Mr. Anderson asked if the district has looked at the economic value of paying per copy costs versus buying new machines. Mr. Skrocki said they looked into that possibility and historically it is more expensive to pay per copy.

The Committee of the Whole Meeting adjourned at 8:03 p.m. on a motion by Mr. Anderson, a second by Mrs. Withum, and a unanimous voice vote.

March 11, 2002

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 8:18 p.m.

The following members were present: Mr. Donald H. Anderson, Dr. Richard L. Frerichs, Mr. H. Thomas Herr, Mr. C. Willis Herr, Mr. Patrick T. Kline, Mr. Jeffrey G. Kreider, Mr. Jeffrey E. Lyon, Mrs. Donna J. Wert, and Mrs. Kelly K. Withum. Also present were Mr. Donald F. Stewart, Substitute Superintendent, Mrs. Ellen P. Griffis, Administrative Assistant for Curriculum and Instruction, and Mr. Stephen B. Skrocki, Administrative Assistant for Business. Dr. Gary B. Campbell, Superintendent, was absent due to illness.

The meeting was opened with prayer by Mrs. Kelly K. Withum and was followed by the salute to the flag.

Mr. Willis Herr announced that the next regularly scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, April 15, 2002, in the Board Room of the Manor Middle School at 8:15 p.m.

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

Mr. Willis Herr asked if there were any additions or corrections to the Minutes of the February 11, 2002, School Board Meeting. There were none. It was moved by Mr. Lyon and seconded by Mr. Thomas Herr to approve the minutes as printed. This motion was passed by a unanimous voice vote.

Mrs. Mary Kay Fair, 6th grade teacher at Pequea Elementary School, provided each board member with an invitation to Books and Breakfast which will be held at Pequea Elementary School on Friday, April 5. The invitations were made by Mrs. Fair's students. The student making the card will read with the individual they invited to the event. Mrs. Withum asked if board members who were going to be out of town on

April 5 could have a “rain check.” Mrs. Fair indicated they could.

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Miss Melissa Pohlman, Junior Student Council Representative, informed those in attendance that the Student Council met to discuss Spring Fling which is being held on May 17. They are in the process of getting organized for this event. Miss Pohlman stated that Entertainment PM auditions started on Monday. Practice for the show would take place during the March and April. Miss Pohlman said an election will be held to find a Student Council member to fill the spot of Junior Student Council Representative for the 2002/2003 school year. Miss Pohlman will become senior representative when Mr. Michael Stone leaves the board due to graduation at the close of the 2001/2002 school year. Mr. Michael Stone, Senior Student Council Representative, informed board members that the Readathon held at the high school was a great success and graduation projects are nearly completed. Mr. Stone said a new scheduling process began for students. Students would go to a lab and schedule classes on a computer using the LetterGrade system. He said the process went fairly smoothly. Mr. Stone said students are going to see test preparation videos to inspire them to do well on PSSA Tests. On March 21 and 22 middle school students will be going to the high school for a tour of the facility. They will be provided with an opportunity to ask questions of student council representatives. Mr. Stone said the musical, Pajama Game, was held and was a great show.

Mr. Stewart commended students, J. B. Peterman, Cameron Hollinger, and Brandon Kauffman for their recent athletic successes. J. B. Peterman finished in 14th place in the 50 meter freestyle at the PIAA Swimming and Diving Championships at Penn State, Cameron Hollinger won a gold medal in the boys' Class AAA 200 meter freestyle at the PIAA Swimming and Diving Championships at Penn State for the second year in a row, and Brandon Kauffman placed sixth in the State Wrestling competition. Mr. Stewart also commended Mrs. Cindy Rhoades for an Achievement Award of Honor she received for the Above and Beyond. He commended those who participated in the Read Across American Day and thanked Mrs. Withum and Mrs. Griffis for their participation. Mr. Stewart informed board members that Penn Manor received a gift of dugouts at the Junior Varsity and Varsity Softball Fields from the Softball Boosters. The dugouts were constructed at no cost to the district. He introduced Mrs. Mary Lyon who was representing the boosters and thanked her for their gift. Mrs. Lyon said 12-15 volunteers have worked on this project. The coach is very pleased with the end result. Mrs. Lyon told board members that the

dugouts could be moved to another location if necessary. Minor work on the dugouts remains. They will be ready for use for the

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upcoming softball season. Mrs. Lyon thanked the board for approving construction of the dugouts. Mr. Stewart asked Mrs. Lyon if the boosters plan on selling plaques for placement on the dugouts. Mrs. Lyon indicated they did. She said 18-24 aluminum signs will be placed on the dugouts pending Miss Mindish's approval. The signs would cite a name and telephone number only (no logo) and would cost \$125 for one year and \$200 for two years. Mrs. Lyon also informed board members that money has been donated to the booster group. Mr. Willis Herr informed Mrs. Lyon that the board appreciates all the time and effort that went into the gift. Mr. Stewart indicated that he anticipates being able to inform the board of a gift from the Football Junior Comets in the near future. A representative from the Junior Comets will be present at an upcoming meeting. Mrs. Grifis reminded those in attendance of the upcoming Elementary Science Fair being held at the High School. She stated that Mrs. Carroll did a wonderful job of organizing the event. Mr. Stewart said that four middle school students would be taking their projects to the county-wide fair.

It was moved by Mrs. Wert and seconded by Mr. Kreider to approve the Treasurer's Reports for the month of February, 2002, as presented and to authorize payment of bills in the amounts of \$41,878.50 dated January 29, 2002, \$149,060.41 dated February 1, 2002, \$298,296.25 dated February 6, 2002, \$91,882.61 dated February 7, 2002, \$94,226.75 dated February 10, 2002, \$291,851.55 dated February 11, 2002, \$146,954.53 dated February 15, 2002, \$50,064.66 dated February 19, 2002, \$426,399.56 dated February 20, 2002, \$217,175.65 dated February 25, 2002, \$18,851.62 dated February 26, 2002, and \$212,163.15 dated February 26, 2002, for a total of \$2,038,805.24 from the General Fund; \$124,277.58 dated February 5, 2002, for a total of \$124,277.58 from the Cafeteria Fund; \$16,638.25 dated February 7, 2002, \$9,672.35 dated February 8, 2002, and \$8,910.25 dated February 22, 2002, for a total of \$35,220.85 from the Capital Reserve Fund; \$25,659.62 dated February 8, 2002, \$12,469.13 dated February 22, 2002, and \$286.51 dated February 28, 2002, for a total of \$38,415.26 from the Eshleman Reserve Fund; \$8,626.00 dated February 4, 2002, and \$1,746.20 dated February 7, 2002, for a total of \$10,371.20 from the Athletic Reserve Fund and payroll in the amounts of \$572,955.41 dated February 6, 2002, \$585,569.69 dated February 20, 2002, and \$589,339.38 dated March 6, 2002. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L.

Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T.

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Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes (abstained on check #68404).

It was moved by Mrs. Withum and seconded by Mr. Kreider to ratify the 2002/2003 Lancaster County Tax Collection Bureau Budget in the amount of \$1,701,523 as approved by the Lancaster County Tax Collection Bureau's Executive committee on February 20, 2002. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Mrs. Withum to approve Letort change orders in the amount of \$34,923.30 to Benchmark Construction as cited on pages 7-8 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 7-8)

It was moved by Dr. Frerichs and seconded by Mr. Thomas Herr to approve the Revised 2002/2003 Calendar as cited on page 9 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 9)

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve the 2002/2003 Lancaster-Lebanon I.U.13 Budget Proposal for the 2002/2003 school year as follows. Penn Manor School District's contribution for 2002/2003 is \$43,579.

General Operating Budget	\$3,598,734
IMS Budget	\$997,655

The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J.

Wert, yes; and Kelly K. Withum, yes.

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

It was moved by Mrs. Withum and seconded by Mr. Kreider to authorize advertising for bids for six copiers throughout the district. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Mr. Thomas Herr to authorize advertising for bids for a hot water heater at Hambright Elementary School. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Anderson and seconded by Mr. Lyon to approve the transfer of \$414,156.47 from the Athletic Capital Reserve Account to the Eshleman Capital Reserve Account for the purpose of the upcoming new construction/renovation project. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mrs. Wert and seconded by Dr. Frerichs to approve "Final Reading" of the School Age Defined Policy as cited on page 10 of the agenda. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 10)

It was moved by Mrs. Withum and seconded by Mr. Lyon to approve "Final Reading" of the Mobile Technology Policy as cited on pages 11-13 of the agenda. The following call vote was taken on this motion.

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Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see pages 11-13)

It was moved by Dr. Frerichs and seconded by Mrs. Withum to approve the individuals listed below to the position of ticket taker, ticket seller, timer, and scorer for the winter sports season.

- | | |
|-------------|---------------|
| Steve Evans | Dave Ohl |
| Joe Garrett | Steve Weidner |
| Abby Hafer | Jim Zander |
| Faye Kipp | |

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

It was moved by Mrs. Withum and seconded by Mr. Thomas Herr to approve the individuals listed on page 14 of the agenda to the positions of track judges, ticket takers, ticket sellers, timers, and scorers for the spring sports season. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 14)

It was moved by Mrs. Withum and seconded by Mr. Anderson to award the asbestos removal bid for Eshleman Elementary School and Martic Elementary School to First Capital Insulation, Inc. as per the bid summary cited on page 15 of the agenda. Payment of the Eshleman Elementary School asbestos removal to be paid from the Eshleman Capital Reserve Account. Payment for the Martic asbestos removal to be paid from the General Fund. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 15)

It was moved by Mrs. Wert and seconded by Mrs. Withum to approve the individuals listed on page 16 of the agenda for substitute teaching within the school district until such time that either the school

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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; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 16)

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

Spring Weight/Fitness Room.....Frank Dell'Estate

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

It was moved by Mr. Kline and seconded by Dr. Frerichs to grant Family Medical Leave and Intermittent Family Medical Leave to the individuals listed on page 17 of the agenda according to the terms cited. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 17)

It was moved by Mr. Kline and seconded by Mr. Kreider to accept the individual listed on page 18 of the agenda for employment according to the terms listed. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 18)

It was moved by Dr. Frerichs and seconded by Mr. Kline to accept the individuals listed on page 19 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; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 19)

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It was moved by Mr. Thomas Herr and seconded by Mr. Jeff Kreider to accept the following resignation.

Cerino, Vikki - Emotional Support Aide - effective 11/16/01

This motion was passed by a unanimous voice vote.

It was moved by Mrs. Withum and seconded by Mr. Kline 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.

Shawn Canady
James Knapp
Phil Weaver

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

It was moved by Dr. Frerichs and seconded by Mrs. Wert to authorize advertising for bids for the purchase of a 2002 three quarter ton heavy duty diesel truck for the Maintenance Department. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Mr. Kline and seconded by Dr. Frerichs to authorize advertising for bids for reconstruction of the upper tennis courts at the high school. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes.

It was moved by Dr. Frerichs and seconded by Mrs. Withum to approve a Service Agreement with Honeywell, Inc. for Preferred Automation Maintenance of equipment at Penn Manor High School (except chillers) for the term and price listed below.

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2002-2003	\$55,029
2003-2004	\$57,175
2004-2005	\$59,405

It was moved by Mrs. Wert and seconded by Mr. Anderson to approve Reith Bros., Inc. to perform geothermal conductivity testing services at Eshleman Elementary School for the amount of \$7,200 per the tabulation cited on page 20 of the agenda. Payment to be made from the Eshleman Capital Reserve Account. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 20)

It was moved by Mrs. Withum and seconded by Mr. Lyon to award the Letort Elementary School furniture bid to the vendors cited on page 21 of the agenda. The total bid award is \$98,357.03. Payment to be made from the Capital Reserve Account. The following call vote was taken on this motion. Donald H. Anderson, yes; Richard L. Frerichs, yes; C. Willis Herr, yes; H. Thomas Herr, yes; Patrick T. Kline, yes; Jeffrey G. Kreider, yes; Jeffrey E. Lyon, yes; Donna J. Wert, yes; and Kelly K. Withum, yes. (see page 21)

The meeting adjourned to Executive Session at 8:58 p.m. for the purpose of discussing a real estate matter on a motion by Mr. Thomas Herr, a second by Mr. Kline and a unanimous voice vote.

C. Willis Herr, President

Dolores E. Warfel, Secretary

