

Minutes
Committee of the Whole
August 30, 2004

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Board Room at Manor Middle School. Present were Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Geist, Mr. C. Willis Herr, Mr. Kreider, Mr. Lyon, Mr. Rintz, and Mrs. Wert. Present from the administrative staff were Mr. Stewart, Mrs. Griffis and Mr. Johnston. Also in attendance were Penn Manor Residents, Mrs. Rhoades and Ms. Howard.

Mr. Willis Herr asked if there were any Citizen's Comments. Mr. Jay Clark expressed his concern about the gifted program. He expressed that in his opinion identification was not done early enough for the program. Mr. Clark also felt that the resolving an IEP through due process was too lengthy and was not addressing the needs of the child while the GIEP was being determined through hearings.

Mr. Willis Herr asked the committee whether there were any additions or corrections to the Minutes of the August 9, 2004, Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Rintz, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Stewart reported that the first day of school was successful. He commended Mrs. Kelshaw, Transportation Director, for her commitment to the program and her knowledge which has enabled the bus program to run very smoothly. She has worked many long hours scheduling Penn Manor children, late enrollments, bus drivers and bus routes and those attending private schools. Mr. Stewart shared thank you notes he received from the children in the YWCA summer program for making the facilities available to them at the high school. He said that the Y Wrap Program, initiated last year, has been expanded to 36 kindergarten students for this year.

As part of the new staff orientation day, the employees are taken on a bus trip of the district and given a survey to complete during the trip. Mr. Stewart briefly shared highlights of the survey pointing out areas of interest. He reported that in the hiring process there are gravity shortages in several areas. This year hiring a speech therapist has been a problem. Filling long-term substitute positions have also been difficult because the candidates

accept our position and resign for a permanent position in another district. One long-term position will be filled by an emergency certified person.

Mrs. Griffis briefly reviewed new staffing information. Fifty-three new people were hired; nine were long-term subs last year and 11 daily substitutes; forty are permanent positions and thirteen long-term substitutes. Interviews started in April. As of August 24, 206 candidates were interviewed and 118 hours spent interviewing. She stated that the vacancies filled were for retirements, resignations, deceased teachers, new positions, transfer of entities from the IU, sabbaticals and child rearing leaves. Twenty-nine teachers in the district requested transfers and twenty were granted. Mrs. Griffis said that the evening newspaper ran an article about a veteran teacher, Carole Fay, and a new teacher, Nadine Smith. Mr. Herr thanked Mrs. Griffis and Mr. Stewart for their efforts in hiring all the new employees.

Mr. Herr asked about the enrollment changed drastically during the last week. Mr. Stewart said he would update the board of the enrollment at the September 13 meeting. He said that the enrollment is more accurate after the Labor Day weekend.

Mr. Stewart stated that after the last board meeting when the board approved Boys Lacrosse as a varsity sport, he met with Mr. Johnston, Mr. Roth and representatives from the Boys Lacrosse program to formulate a recommendation to the board. He explained that the lacrosse team is unique and is under PSLA membership. Mr. Stewart reviewed lacrosse scheduling, tournament participation, budget, interviewing coaches, equipment, and recommendations. Dr. Frerichs asked if other booster clubs are invited to participate in interviews for the coaches. Mr. Stewart answered that in the past there has been parent participation in some sports. Mr. Stewart reported that an estimate to operate the Boys Lacrosse program this spring will cost the district approximately \$11,000. Mrs. Wert asked if the athletes keep their uniforms year round. Mr. Stewart answered that they keep their personal equipment not uniforms. Mr. DeLuca explained that the lacrosse athletes are unique because they play year round and would purchase and keep their personal equipment. Mr. Herr asked if the booster club helps a student financially if needed for equipment. Mr. DeLuca explained that there is a fund for helping the students. Dr. Frerichs stated that the lacrosse team should be treated like other varsity sport with purchasing of new uniforms.

Mr. Johnston reviewed Healthguard closure information. He explained that Healthguard was purchased by Highmark several years ago. Healthguard will be discontinuing their healthcare coverage effective January 31, 2006. He said there will be no change in coverage through the end of the school year. He said that the consortium was slated to look outside for new plans and has developed a committee to look for plans. Mr. Skrocki and Mr. Johnston will be on the committee. Mr. Johnston reviewed several key areas of the Highmark program, the options that will be available for new plans, and the make-up of the IU consortium committee looking for plans. He provided information about plans for state-run health care coverage and information on the hearings that have been held. Mr. Johnston answered questions about the healthcare plan, the state-run coverage and the consortium committee. He will keep the board up to date on health care provider information during the process.

Mrs. Griffis informed the board that two assistant principals have been hired for the high school. She stated that Mr. Jason D'Amico and Mr. Chris Moritzen will be emergency certified. Mr. D'Amico is in the process of getting his PA certificate and he has been teaching social studies for ten years in Virginia. Mr. Moritzen will complete his principal certification in December 2004 and will be acting as Dean of Students until he is certified. He was a physical education teacher for five years and acting athletic director at Embreeville Center for Alternative Secondary Education.

Mr. Herr nominated Mrs. Wert and Dr. Frerichs as voting delegates to PSBA. The PSBA conference will be September 30. Approval for placement of this item on the September School Board Meeting Agenda was approved on a motion by Mr. Kreider, a second by Mrs. Friedman, and a unanimous voice vote.

Mr. Stewart provided an update on the barn. He contacted the Historic Trust and Carol Wilson at the Lancaster Planning Commission, who is an architectural consult with the Planning Commission. She visited the barn with Gary Bare from Restore N More Company. After evaluation the barn, they felt that the original estimate was high. Mr. Stewart stated that he will be asking on September 13 for permission for a third assessment by Ken Hammel who has an architectural historic background and is part of the Lancaster County Preservation Review Board. Mr. Stewart feels it's important to have a third estimate to help with the barn decision. Dr.

Frerichs stated that if the barn was torn down a maintenance shed would have to be built to replace the barn. The cost of the maintenance shed could be comparable to the cost of repairing the barn. Mr. Geist cautioned about making a sound decision based on the estimates to stabilize the barn and still not have an adequate storage facility. He said that the Property Committee has had some discussions with a family member of the former homestead. If the barn is torn down hopefully some of the stones could be saved and it would be nice if a plaque could be erected stating what was once on the spot. Mr. Herr stated that it would be wise to get other estimates for barn.

Mr. Johnston reported that the cost for the Eshleman project was \$5,809,294 with almost five million from the 2001A Bond Issue, \$634,999 from cash from the general fund or capital reserve fund and \$179,295 from interest earnings. Mr. Johnston asked for approval to place the submission of Plancon J, project accounting based on final costs, on the September voting meeting. Approval for placement of this item on the September School Board Meeting Agenda was approved on a motion by Mr. Kreider, a second by Mr. Lyon, and a unanimous voice vote.

The support staff compensation program was reviewed by Mr. Johnston. He stated that the compensation study called for the creation of a range for each position, and an equity calculation to determine how the existing salary structure fit in the new proposed structure. In the first year the employees who were making less than minimum for a position were raised to the minimum rate. In the spring of 2004, all employees were rated on their performance and pay increases were based upon the board approved grid. In the 2004-05 budget, \$50,000 has been allocated to adjust salary rates to the equity levels for employees who fall below that level. Calculations have been determined and to adjust the salary of approximately 100 employees to the equity position would cost an additional \$93,000. He reviewed options for approaches to adjust the salaries and asked for input from the board. Mr. Geist asked if the district is losing people because of the salary, and are there difficulty filling positions because of the salary range. Mr. Johnston replied that he felt the custodial and maintenance area seem to be affected the most. Dr. Frerichs stated he would like recommendations from Mr. Johnston for the board to review. Mr. Rintz stated that the district should evaluate if the employees are being paid fairly. Mr. Johnston said he appreciated the comments and input and will further study the situation.

Mr. Kreider reported that the Career and Technology Center is having difficulty finding first aid nurses with an RN and will probably have to start looking for LPNs to fill the positions. The CTC is getting ready to build a house on Hartman Station Road and will be utilizing a new style of HVAC in the house. The students will also be assisting on the Elizabethtown Environment Center which will be different for the students because it is a commercial building. He stated that there are several out-of-state students who are attending classes at the CTC. The CTC will be charging an additional \$1000 fee for out-of-state students to make up for the loss of Pennsylvania state funding.

Dr. Frerichs updated the board that the IU support staff has filed a petition through PSEA to organize.

Mr. Stewart reported that on Thursday night the Millersville Planning Commission approved for the Penn Manor School District a waiver to permit a 90 foot communication tower on the high school. Mr. Reisinger made the presentation at the meeting.

Mr. Stewart reviewed the process for the September 13 board meeting for the offers for the commercial triangle. Based on information he has received from prospective buyers he anticipates receiving offers at the last minute. A meeting has been scheduled with Mr. Brubaker and Mr. Johnston to review any offers that have been received. Along with Mr. Geist, representing the Property Committee, a plan with recommendations will be developed to present to the board.

The Committee of the Whole adjourned at 8:45 p.m. on a motion by Mrs. Wert, a second by Mrs. Friedman, and a unanimous voice vote.