

Minutes
Committee of the Whole
January 3, 2005

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 Mr. Skrocki and Mr. Justin Peart. Mr. Johnston was absent. Also in attendance were a Penn Manor Resident, Mrs. Rhoades, and Mrs. Howard.

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 December 6, 2004, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon a second by Mr. Kreider, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Stewart welcomed Mr. Justin Peart who was substituting for Mr. Johnston. He stated that Mr. Johnston has been selected for a jury in Philadelphia. Mr. Stewart welcomed back Mr. Steve Skrocki in his new role as Director of Planning and Operations.

Dr. Mindish reviewed the high school course proposals for 2005-2006. She explained that some of the proposed courses are new and some are revisions to the current courses. Proposals include new full year courses in English 9/Strategic Reading and English 10/Strategic Reading and a revision in the existing full year English 10/Strategic Reading B course. Social studies proposed courses include World Religions, A.P. U.S. Government & Politics, and an expanded Contemporary World curriculum. She said the learning support classes proposals are revised to mirror regular education courses with the goal of using data to transition students into regular education classes. A Science Fair Project course is proposed to encourage students to enter a project into the Science Fair each year. Students would select a project and enter into the science fair for .25 credit each year. If at the end of four years, the project work warrants it, an honors credit may be awarded. A Veterinary Science course is proposed in the Agriculture Department. She explained that a newly employed teacher has an expertise

in this area. Mr. Rintz inquired what initiates the need for a new course. Dr. Mindish explained that after the core courses are developed, according to the standards set by the Department of Education, courses are examined that students might have an interest in for academic electives. Mrs. Friedman inquired if more is being done to incorporate writing in the courses. Dr. Mindish explained that most of the subject areas incorporate writing but not formally like reading on Fridays. Mrs. Griffis stated they are working harder on writing in the middle and elementary levels. After additional discussion approval for placement of the proposed courses on the January School Board Meeting Agenda was approved on a motion by Mr. Lyon, a second by Mr. Rintz, and a unanimous voice vote.

Mrs. Griffis reported that Dr. Mindish and a team from Penn Manor were asked to present Penn Manor's School Improvement Plan at the IU for all of the county special education coordinators and assistant superintendents. After the presentation she has received calls from districts asking for more information and requesting to send a team from their district to view Penn Manor's approach.

Dr. Mindish described the school improvement plan for the high school. She distributed a listing of the academic achievement goals. She explained that learning support was added to the goals already in place at the high school. The high school curriculum is not just career prep, college prep, honors but also learning support with a goal of transitioning into regular classes. All departments will be responsible to help learning support students improve in reading, writing and math. Mr. Lyon asked if the learning support teachers now feel more a part of the process. Dr. Mindish answered yes, that the regular teachers have the expertise in the subject matter, but the learning support teachers have the expertise in how to deal with kids who are struggling learners.

Mrs. Griffis reported that last year grade three took a mandatory PSSA field test. Because the field test was administered by a different company than DRC who administers the PSSA test the reporting was different. She reviewed the comparison of scores between the field test and the PSSA test. She stated that the scores will be shared with the building principals.

Mr. Skrocki gave an update on the Employee Healthcare Consortium. He reviewed the background of the need to find a new third party administrator to replace HealthGuard. He stated that HealthGuard is discontinuing

operations and the consortium contract ends with HealthGuard on June 30, 2005. Mr. Johnston and Mr. Skrocki have been part of the search committee that started in September 2004. He reviewed the process of the committee. Four viable companies made presentations without including pricing. Three companies were invited to respond with a proposal including pricing. After reviewing those proposals, two companies have been invited for final interviews. After the interviews the search committee plans to present a recommendation to the entire consortium board on January 11. He listed some of the important selection issues: available network and participating doctors and hospitals, adherence to plan document, customer service, local presence, administrative fee, and discounts on claims. He explained that he explored other options including breaking away from the consortium and conducting an independent search, review and analysis of third party administrators. He reviewed the dilemma if Penn Manor withdrew from the consortium, the time line for an extension of notice to withdraw and the requirements of the by-laws. Mr. Skrocki reviewed the options and stated that a formal recommendation will be presented to the school board in February.

Mr. Stewart stated that he is pleased with the plan to deconstruct the barn and maintain the materials to be used in a new maintenance facility. He briefly reviewed the advantages of the plan. A new building would allow for a quality maintenance facility and Comet Field House would be used for athletic purposes. It would provide a space for central receiving and move it from an instructional facility. Office space is planned giving it close proximity to central office. Mr. Skrocki reviewed two preliminary plans presented by Gilbert Architects. He explained that the plan presented in May 2004 provided for 5,384 square feet at a cost of \$690,190. The second plan provides for 7,866 square feet at a cost of \$991,503 and this cost could go up because the price of materials has increased. The proposed schematic plan was reviewed. He stated that costs saving options to be considered include a shallower roof pitch, eliminating the dormers, eliminating or reducing the athletic storage space, eliminating the stone on the building and the district to provide landscaping instead, reutilizing stone from barn at main door entrance and revising layout based on space utilization. He explained that the next steps are to revise and update the design, update cost estimates and select an engineering firm for the land development process and site/civil engineering work. He reviewed the upcoming dates for presentations, approval, deconstruction of the barn and the timeline for construction and completion. He showed an example of an existing

building, owned by LASA, which could have similar design concepts as the maintenance facility. Mr. Skrocki answered questions about the athletic storage items, traffic flow and climate control in the building for storage.

Mr. Peart presented a revenue update. He reviewed the real estate revenues collected through the end of the calendar year. He stated that the district is ahead this year over the 5 year average and last year's taxes. The district has only received \$1700 in interim tax bills for this year so far. He stated that the Assessment Office is behind because of the extra work involved with Act 72. Mr. Peart stated that the revenue is not lost but delayed. He reviewed the revenue received from real estate transfer, the budgeted amount and delinquent taxes.

Mr. Stewart presented the first draft of the proposed 2005-2006 calendar. He stated that he will be soliciting comments about the calendar from different groups including the PTO officers. He discussed some considerations including moving teacher conferences in November, half-day vacation before the Thanksgiving and Christmas holidays, January 2, 2006 as a snow day and how to use Martin Luther King Day. Mr. Lyon inquired when the calendar started opening school before Labor Day. Mr. DeLuca asked if the superintendents in the IU talked about standardizing the calendar. Mr. Herr inquired if the calendar was ever discussed in negotiations. Mrs. Griffis stated that there is an unofficial agreement with the teacher's association that inservice will not be required for the first two weeks before the start of school or the closing of school. Mr. Stewart stated that the calendar will be presented in March for board approval.

Mr. Stewart briefly reviewed the January 10 Meeting of the Whole format. The meeting will begin at 4:00. Items of discussion will be Mr. Stewart's response to his goals, a presentation of at risk scenarios of students struggling in schools, Act 72 presentation by Mr. Skrocki, the \$5 million bond presentation and PSSA simulations.

An update on the football coach search was provided by Mr. Stewart. Ten candidates will be interviewed initially and by the end of January the committee will be focusing on the target candidates. He was pleased with the diverse group of candidates who applied for the position.

Mrs. Wert reported that on December 11 Lancaster County Academy had their 18th graduation. Out of twenty-four students one from Penn Manor

graduated. In October the academy reached their maximum enrollment of 117 students and in the future may need to look at another facility. She stated that Lancaster City withdrew from the academy and their contribution was not included in the budget. Other school districts purchased their 10 slots which gave the academy extra money that was not budgeted. Consideration is being given for using the money and a recommendation will be made after their next meeting.

Dr. Frerichs distributed a quick reference guide from NSBA. He pointed out items of interest including attorney requirements and fees and mandatory funding.

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