

Minutes
Committee of the Whole
August 28, 2006

The Penn Manor School Board met in Executive Session at 6:00 p.m. in the Board Room at Manor Middle School for the discussion of a personnel/negotiation item. The meeting was called to order by Board President, Mr. C. Willis Herr. 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, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichter. The meeting adjourned at 6:30 p.m.

The Penn Manor School Board met as a Committee of the Whole at 6:35 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. 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, Mr. Johnston, Ms. Pollock, Mr. Skrocki and Dr. Leichter. Also in attendance were Dr. Mindish, Mr. Coleman, Mr. Keddie, Mr. Richard Eby, Mr. Doug Eby, Mr. Matt Soto, Mr. Jim Zander, Mr. Bill Zapata, Mr. Jeff Roth, Mr. Mike Szafran, Mr. Jim Hocker, Mr. Mike Hite, Mrs. Rhoades, Penn Manor residents and Mrs. Springer.

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 7, 2006, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon a second by Mrs. Friedman, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Skrocki and Mr. Coleman presented the Feasibility Study of Artificial Surfaces for Penn Manor School District. Mr. Skrocki reported that the Feasibility Study Committee has spent the past 3 months meeting and visiting fields. Members of the committee include Don Stewart, Herk Rintz, Frank Geist, Joe DeLuca, Denny Coleman, Jeff Roth, Jim Hocker from Derck & Edson, Mike Hite from Moore Engineering, Mike Szafran and Steve Skrocki. Mr. Hocker presented details on the Feasibility Study for Synthetic Turf Fields for the Penn Manor School District. He reviewed the purpose of the study and the study process. The Feasibility Study contained an overview of synthetic turf fields, an evaluation of Comet Field and the high school sites, the program for the fields, sketch plans, budget estimates, the timeline for the project, committee meeting minutes; and a summary of trips to existing artificial fields. Various questions were asked during the presentation of the study and additional comments were made by the committee members for clarification. Mr. Skrocki reviewed future district major improvement projects and funding for these projects. He also reviewed the budget estimates for the proposed artificial surfaces. Mr. Coleman provided a comparison of cost and maintenance between natural and synthetic turf. Mr. Skrocki said the artificial surface for the fields will be presented on September 11 for further direction from the board.

Mr. Stewart introduced and welcomed two new district administrators. Mr. Scott Keddie the Assistant Principal at Manor Middle School has been a learning support teacher and social studies teacher in Penn Manor since 1999. He was also the Acting Assistant Principal at Manor while Mr. Edwards was Acting Principal at Marticville Middle School. Mr. Richard Eby, formerly a physical education teacher and athletic director at Pequea Valley, is the Assistant Principal at Marticville Middle School and Penn Manor High School.

Mr. Stewart commended Dr. Mindish and the high school teachers for progress in student achievement in reading and math based on the PSSA scores. He also commended Dr. Mindish for her leadership and dedication to the students at the high school. Mr. Stewart stated that the revised Class Rank Policy was presented to the board at the previous meeting. At that time the board requested that Dr. Mindish provide information on foreign study related to class rank. Dr. Mindish addressed the board and requested that the second reading for the revised Class Rank Policy be tabled pending additional discussion by department coordinators. Questions were asked regarding foreign study and home school study related to class rank. Additional discussion ensued on the topic class rank.

Mr. Stewart proposed dates and topics for a board retreat. He explained that an instructional board retreat does not need to be an open session, as long as the board does not make any deliberations about issues, policies or expenditures. After some discussion it was decided that Mr. Stewart would send out retreat options to the board for input.

Dr. Leichliter reported on the professional staff for the 2006-2007 school year. He said twenty-seven teachers and 2 assistant principals were hired. General information was provided regarding the interview process, the number of applicants available, and the number of candidates interviewed for the available positions. A profile of the professional staff employed for 2006-2007 was reviewed. Dr. Leichliter commended Mrs. Springer for her assistance with the many phone calls to the applicants for interviews.

Dr. Leichliter presented a report on charter school expenses. State law requires districts to pay tuition costs for residents who enroll in charter schools. School districts are required to pay the per-pupil cost minus federal funds, transportation costs and debt service payments. It is estimated that Penn Manor will have approximately 50-60 students enrolled in Cyber Schools for 2006-2007. The estimated cost per pupil will be \$7,835 for regular education students and \$13,730 for special education students for 2006-2007. Dr. Leichliter reviewed current legislation in the State House transferring all cyber expenses to PDE. Ms. Pollock provided information about the blended schools effort through Penn Manor and her conversations with selected current cyber school families. Discussion ensued on this topic.

Mr. Skrocki gave a PowerPoint presentation on the Tax Study Commission. He reported twenty-seven applications were distributed and twelve individuals responded with completed applications. The age bracket, income levels, working status, property status, if there were school-age children in the family and municipality distribution of the respondents was reported. Mr. Skrocki reviewed the Tax Study Commission timeline and said that September 14 is the deadline to name the individuals to the Tax Study

Commission. He reviewed the information that will be provided to the Tax Study Commission at the meetings. The first Tax Study Commission meeting will be on September 19 and will include watching a webcast from PASBO on Act 1. A public hearing will be held in November and the Tax Study Commission recommendation to the Penn Manor School Board will be on December 4. Mr. DeLuca said that despite the number of applications the selection of Commission members is a good cross-section. Mr. Skrocki listed the names of the 6 people being recommended for the Commission along with their address, age bracket, employment status and household income range. Mr. Skrocki will contact the recommended 6 people and provide a final list for board approval on September 11. Mr. DeLuca will be the seventh member of the Commission. Questions were asked for clarification.

Mr. Skrocki explained the requirements of Act 1 pertaining to the budget. He said that the preliminary budget will need to be presented to the board on January 8, 2007. Mr. Johnston distributed and reviewed the budget timeline for 2007-2008. He said the 2007-2008 budget presentations will begin November 13. Mr. Skrocki reminded board members of the PSBA presentation on September 20.

Mr. Stewart reviewed the nonresident student policy with regard to the different categories of the tuition student. He explained that a nonresident student who has been living outside of Penn Manor and paying tuition to attend Penn Manor is a senior this year. The student was never a resident of Penn Manor and the policy does not address the rate of tuition for a senior who has never been a resident. Mr. Stewart said he interpreted the policy that the senior should pay full tuition and not 50% because the senior was never a resident. The board supported Mr. Stewart's interpretation of the policy.

Mr. Kreider said that at the CTC meeting it was reported that the Child Development Center is almost ready to open. The CTC has started enrolling children for the program. He also reported that a tractor trailer was purchased by the CTC for \$16,000.

Mrs. Friedman asked how the Penn Manor Tax Rebate Program was received by the community. Mr. Johnston responded that the program has gone over very well. He reported that approximately \$38,000 in rebates has been paid.

Mr. Stewart reported the preliminary enrollment for 2006-2007. He said there were 420 graduates in June 2006 and the incoming kindergarten class has only 305. Over the summer 76 new students enrolled in Penn Manor from new developments and returning from private schools and cyber schools. Penn Manor is now the 4th largest district in Lancaster County. Mr. Stewart distributed a copy of a commendation from a parent for the support the family has received from Marticville Middle School and Mrs. Anne Carroll. Mr. Stewart also distributed administrative guidelines for police visits to the school and guidelines for board votes. Mr. Stewart thanked Dr. Frerichs for his research and input in compiling the guidelines for board votes. Discussion ensued on this topic.

Mr. Stewart reviewed a map of the Penn Manor School District commercial triangle along Millersville Road. He said that Turkey Hill anticipates ground breaking in April 2007. Mr. Stewart also pointed out the area the bank has purchased and reviewed the new traffic pattern for the area. Questions were asked for clarification.

Ms. Pollock provided updates on the summer programs. She said the two Jump Start Reading Programs, Magic Shots Math Camp for incoming 9th graders and SPLASH, the reading camp for incoming 9th graders, were all outstanding. She provided evaluations for the board to review.

The Committee of the Whole adjourned at 8:54 p.m. on a motion by Mr. Lyon, a second by Mr. DeLuca, and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary

August 28, 2006

A 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 Board President, Mr. C. Willis Herr at 8:55 p.m.

The following members were present: Mr. DeLuca, Mrs. Friedman, Dr. Frerichs, Mr. Geist, Mr. C. Willis Herr, Mr. Kreider, Mr. Lyon, Mr. Rintz and Mrs. Wert. Present from the administrative staff were Mr. Donald Stewart, Ms. Ellen Pollock, Mr. Christopher Johnston, Mr. Steve Skrocki and Dr. Michael Leichter. Also in attendance were Mrs. Rhoades and Mrs. Marilyn Springer.

Mr. Willis Herr announced that and the next regularly scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, September 11 at 8:15 p.m. in the Board Room of the Manor Middle School.

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

The August 28 School Board Meeting Agenda was reviewed.

Item 2. A.

Consent Agenda for Administrative Action

- A. Tuition Students – The administrative staff is recommending the approval of the tuition students listed below. Enrollment is dependent upon payment of tuition in compliance with policy #202.

Tesla Atkins – 50% senior non-resident student

Brian Jay Groff – non-resident agriculture student – grade 9

Brittany Winters – non-resident agriculture student – senior (full tuition)

MOTION ON THE ADMINISTRATIVE ACTION AGENDA ITEM 2 A.: It was moved by Joe DeLuca and seconded by Jeffrey Lyon to approve these items as amended and supplemented. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

Item 3. A. – F., H. – K..

Consent Agenda for Personnel

- A. Employment or Change in Status(*) – The administrative staff is recommending the board accept the individuals listed for employment or change in status(*) according to the conditions listed. (see pages 4 - 5)
- B. Resignations – The administrative staff is recommending the board accept the resignation of the individuals listed below per the effective date cited.

James Canaday – effective August 22, 2006

Jean Gacono – effective August 25, 2006

Dawn Oktela – effective August 28, 2006

- C. Twilight School Instructors – The administrative staff is recommending approval of the following individuals to the position of Twilight School Instructor for the 2006-2007 school year at the rate of \$31 per hour.

Don Krow	Ashli Schwab
Carrie McGough	Stephen Weidner
Greg McGough	Doug Kramer
Cynthia Martin	Shawn Lemke
Maryann Saylor	Sarah Patschke
Tiffany Zook	Melissa Zongolowicz

- D. Twilight School Coordinator – The administrative staff is recommending the board approve Don Krow to the position of Twilight School Coordinator for the 2006-2007 school year at the rate of \$25.76 per hour.
- E. 2006-2007 Middle School Weight Room – The administrative staff is recommending approval of the following individuals to provide coverage for the after school middle school weight room for the 2006-2007 school year at the rate of \$21.80 per hour, 1 hour per day, 2 days per week, for the period of September 12 – November 16, 2006.

Steve Kramer – Manor
John Young -- Marticville

- F. Mentors – The administrative staff is recommending approval of the individuals listed as Mentors for the 2006-2007 school year. (see page 6)
- H. Contracted Psychological Services – The administrative staff is recommending approval of the contracted psychological services at a rate of \$50 per hour for 100 hours for Jennifer Smyth.
- I. Science Fair Coordinator Position – The administrative staff is recommending the approval of the individuals listed as Science Fair Coordinators for the 2006-2007 school year.

Erick Dutchess	\$750
Tresa Kirk	\$750

- J. SPLASH Staff – The administrative staff is recommending approval for employment of Sue Hostetter for SPLASH personnel for 3 hours at the professional hourly rate.
- K. Jump Start Reading Program Instructors – The administrative staff is recommending approval for employment of Patrice O’Brien and Cheryl Drumm Miklos for the elementary and middle school Jump Start Reading Program at the professional rate for up to 40 hours per instructor.

MOTION ON PERSONNEL CONSENT AGENDA ITEM 4 A – F, H - K: It was moved by Donna Wert and seconded by Richard Frerichs to approve this item. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs yes; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

Item 3. G.

Consent Agenda for Personnel

- G. 2006/2007 Fall, Winter and Spring Athletic Workers – The administrative staff is recommending the approval of the individual(s) listed below as athletic worker(s) for the 2006-2007 school year.

Melissa Frerichs
Rick Ream

MOTION ON PERSONNEL CONSENT AGENDA ITEM 4 G.: It was moved by Joe DeLuca and seconded by Jeffrey Kreider to approve this item. The following call vote was taken on this motion. Joe DeLuca, yes; Richard L. Frerichs, abstained; Johnna Friedman, yes; Frank Geist, yes; C. Willis Herr, yes; Jeffrey Kreider, yes; Jeffrey E. Lyon, yes, Carlton Rintz, yes; and Donna J. Wert, yes.

The meeting adjourned at 9:15 p.m. on a motion by Mr. Geist and seconded by Mrs. Friedman and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary