

Minutes
Committee of the Whole
March 10, 2008

The Penn Manor School Board met in Executive Session beginning at 5:00 p.m. for the discussion of the Superintendent's evaluation, a student and legal matter. The Executive Session adjourned at 7:00 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:10 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Rintz, Mr. Schlotzhauer and Mrs. Wert. Mr. Long was absent. Present from the administrative staff were Mr. Stewart, Mr. Johnston, Dr. Leichter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mr. Charlie Reisinger, Ms. Sally Bookman, Mr. Phil Gale, Mrs. Kay Kane, Mr. Tom Gilbert, Mr. Stephen Flaherty and Ms. Elizabeth Johns from RBC Capital Markets Corporation, Mr. Bill McCarty from Hartman Underhill and Brubaker, Mr. Alan Cotich, Mrs. Sarah Lupinacci, a Millersville student, Penn Manor students Sarah Shetler, Dillon Duke, Nick Mandalakas, Mrs. Rhoades and Mrs. Howard.

Mr. Herr announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, April 7 at 4:00 p.m. in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. Mr. Tom Gilbert, President of Gilbert Architects, offered the services of Gilbert Architects to conduct a feasibility study of the Central Manor enrollment area without cost to the district. Mr. Gilbert will provide a proposal outlining the services. Mr. Alan Cotich, 119 Tracy Berg Dr., requested that the board consider expanding the Comet Field concession stand, especially for athletic tournaments, through the use of cart vendors. Discussion ensued on this topic and the possible revision of the facilities use agreement. Permission was not granted for cart vendors at this time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the March 3, 2008 Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Friedman, a second by Mr. Rintz and a unanimous voice vote, the Minutes were approved as printed.

Ms. Pollock introduced high school students Sarah Shetler, Dillon Duke and Nick Mandalakas. The students took an online Chinese class through the Center for Advancing Partnerships in Education and dual enrollment with Seton Hill University. Ms. Bookman, the high school teacher of the gifted and facilitator of the class, explained how the online class course functioned. She commented that the three students did an outstanding job. The students introduced themselves in Chinese. Ms. Bookman reported that Chinese is being offered for 2 sessions during the second semester.

The Special Education Overview presentation was tabled for another meeting.

Mr. Skrocki introduced Ms. Liz Johns and Mr. Stephen Flaherty to explain the refunding of the 2003 Bond Issue. Mr. Flaherty highlighted the Bond Purchase Agreement with RBC Capital Markets Corporation. Mr. Bill McCarty, with Hartman Underhill and Brubaker, explained the Parameter Resolution of the refunding of the 2003 Bonds to achieve a cost savings of not less than \$100,000 in debt service savings. Mr. Skrocki asked for approval to place on the voting agenda the Parameter Resolution. Approval for placement of this item on the March 10 board agenda was approved on a motion by Mr. DeLuca and seconded by Mr. Rintz. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, absent; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Johnston presented an update on the Lancaster County Tax Collection Bureau (LCTCB) earned income tax. He reported on the recent mass mailing effort, technology investment and the LCTCB budget. Mr. Johnston provided a LCTCB monthly status report. He also said that the ratification of the LCTCB 2008-2009 budget in the amount of \$2,113,006 has been placed on the voting meeting agenda for approval.

Dr. Leichliter, along with Mr. Gale, Mr. Reisinger and Mr. Skrocki, provided an overview of the Classrooms for the Future Grant. He said the goal of the grant is to equip "Smart Classrooms" and provide a laptop on every student desk in English, math, social studies and science in Pennsylvania high schools. Funding for the grant and the requirements for how the money was to be spent was reviewed. Future challenges including equipment sustainability, demands on technology staff, electrical and data upgrades and staff development was discussed. Dr. Leichliter requested approval from the board to apply for the grant and approximately 700 additional laptops for next year. After many questions and much discussion the board gave Dr. Leichliter permission to apply for the grant for next year.

Student representatives Meghan Ecker and Lexy Adams provided the student report. They reported on the events in the high school for the Quiz Bowl League, Scholastic Writing Awards, the JETS competition, the American Math exam, PSSA writing test, SAT's, National History Day competition and student accomplishments. A final update on winter sports and the students who have signed letters of intent was reported. They reviewed some of the upcoming events in the high school including the production of "Footloose" on March 14 and 15 and the band book sale on March 15. The students also reported that auditions for Entertainment Penn Manor will be held on March 19.

Mr. Skrocki provided a second draft of the Capital Projects Plan. He explained the changes from the first draft that was presented in January. Mr. Skrocki said that the final copy of the Capital Project Plan will be presented in May. Questions were asked for clarification.

Mr. Stewart presented the Athletic Honors Policy #134 for a first reading. He noted the changes from a policy that was presented and tabled on March 3. After discussion about the time period requirement for a coach, Mr. Stewart amended the policy for placement on the voting agenda. The following statement was added to section #3 Athletic Staff: The time period since completing his/her coaching/service has been at least five (5) years, or the staff members' duration of service has extended to a minimum of five (5) years. Approval for placement of this item as amended on the March 10 board agenda was approved on a motion by Mr. DeLuca and seconded by Dr. Frerichs. The following vote was taken on this motion:

Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, absent; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Stewart explained the history of the School Resource Officer and the agreement with the Millersville Borough Police Department. He requested approval to place on the voting agenda a one year extension to the agreement with Millersville Borough Police Department for the Student Resource Officer at the cost of \$59,000. Questions were asked by board members. Approval for placement of this item on the March 10 board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. DeLuca. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, absent; Mr. Rintz, yes; Mr. Schlotzhauer, yes; and Mrs. Wert, yes.

Mr. Johnston provided an update on the 2008-2009 budget. He informed the board that he will conduct budget workshops on Monday, April 14 and Wednesday, April 16 from 8:00 – 11:00 a.m. He reviewed some changes to the budget since the last presentation including revenue adjustments based on historical trending and adjustments to the expenses. Mr. Johnston provided a budget information handout based on current figures and reviewed some of the categories in the document. Questions were asked by board members.

Mr. DeLuca reported that the Career and Technology Center is searching for a new director due to Dr. Curley's retirement.

Mrs. Friedman reminded the board of the Employee Recognition dinner on April 29.

Mr. Herr read a letter to the board from Representative Bryan Cutler.

Mr. Stewart praised the high school students who participated in National History Day and provided the names of the students who made State Orchestra and State Band. He commended Principal Jerry Egan and staff at Hambright Elementary school for their efforts and sensitivities during recent student and family tragedies in the Hambright community.

The Committee of the Whole adjourned at 9:07 p.m. on a motion by Mrs. Wert, a second by Mr. DeLuca, and a unanimous voice vote.

C. Willis Herr, President

Paula E. Howard, Secretary

- 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 9 – 10.)
- B. Substitute Teachers – The administrative staff is recommending that the individuals listed be approved 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 (see page 11.)
- C. Family Medical Leave – The administrative staff is recommending granting of Family Medical Leave to the individual listed according to the terms listed.
Michelle N. Martin – April 28, 2008 – June 5, 2008
- D. Spring Coaching Contracts – The administrative staff is recommending the approval of the spring coaching contracts for the 2007-2008 school term (see pages 12 – 14.)
- E. Resignation – The administrative staff is recommending the board accept the resignation of the individual listed below per the effective date cited.
Dale Babcock – 2nd Shift High School Custodian – effective 2/29/08
Barry Gerhart – Martic/Pequea Custodian – effective 2/12/08
- F. Active Parenting Workshop Facilitator – The administrative staff is recommending approval of the following individual as the facilitator for the spring Active Parenting Workshop at the professional hourly rate of \$31.00 not to exceed a total of 20 hours.
Kim Juba
- G. Middle School Tutors – The administrative staff is recommending approval of the following individuals to the position of middle school tutors for the 2007-2008 school year, for a total of four hours per week at the rate of \$31.00 per hour.
Doug Eby
Curt Snelbaker
Cheryl Youtz

MOTION ON PERSONNEL AGENDA ITEMS 4 A - G: It was moved by Richard Frerichs and seconded by Carlton Rintz to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, absent; Carlton Rintz, yes; Kirk Schlotzhauer, yes and Donna J. Wert, yes.

Item 5 A - C.

Consent Agenda for Administrative Actions

- A. Tuition Student – The administrative staff is recommending approval of Brandon Bankus as a tuition student effective March 10, 2008 for the remainder of the 2007-2008 school year.
- B. PDE-3074 (a) Non-Reimbursable Project Approval - The administrative staff is recommending approval of submission of the PDE-3074 (a), non-reimbursable project

