

**Minutes**  
Committee of the Whole  
March 1, 2010

The Penn Manor School Board toured Hambright Elementary School at 5:00 p.m.

The Penn Manor School Board met in Executive Session at 6:25 p.m. for the discussion of the student matters and real estate. The Executive Session adjourned at 7:10 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:15 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Dr. Richard Frerichs. The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Hoke, Mr. Long, Mr. Rintz, Mr. Schlotzhauer, Mr. Straub, and Mrs. Wert. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were: Mr. Ken Adams, Mrs. Amy Wall, Mrs. Cindy Rhoades, and Mrs. Howard.

Dr. Frerichs announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, March 8, 2010, at 7:00 p.m. in the Board Room of the Manor Middle School.

Dr. Frerichs asked if there were any Citizen's Comments. Mr. Ken Adams, 39 Cobblestone Dr., Willow Street addressed the Board regarding the increased costs of PSERS for school districts.

Mrs. Wert provided an update on the Lancaster County Academy (LCA) PDE changes involving program management. She reviewed highlights of the proposed LCA Joint Operating Budget. She also provided PSSA results for LCA students.

Mr. Christopher Straub reported on the CTC new board member workshop that he recently attended with Dr. Leichliter.

Dr. Frerichs announced information on upcoming PSBA workshops, "Spring Legal Roundup" and "It's the Law," and the IU 13 Partnership Convention. Board members should contact Mrs. Howard for registration. Dr. Frerichs thanked Mrs. Wall for the District Readathon held on Sunday, February 28.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the February 8, 2010, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Straub, a second by Mr. DeLuca and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter presented the proposed 2010-2011 school district calendar. He said the proposed calendar was distributed to district staff for input. Approval for placement of this item on the board agenda was approved on a motion by Mr. Long, and seconded by Mr. Schlotzhauer. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Mrs. Wert, yes.

Mr. Skrocki presented the proposed Clipper Magazine contract for the district calendar. He reviewed the 10 year history with Clipper Magazine and explained the three components of the proposed contract. Approval for placement of this item on the board agenda was approved on a motion by Mr. Rintz, and seconded by Mrs. Wert. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Mrs. Wert, yes.

Ms. Pollock presented proposed textbooks for the new AP French, AP German and AP Spanish courses. Members of the Textbook Committee, Mrs. Wert, Mr. Rintz and Mr. Schlotzhauer, will review the proposed textbooks. Ms. Pollock said the textbooks will be placed on the April 6 agenda for approval.

Ms. Pollock reviewed the updated Penn Manor student teacher/field placement/intern guidelines. She said a teacher volunteering to serve as a cooperating teacher must have five years of successful teaching experience and at least one full year in the present assignment. Questions were asked by board members.

The board previously expressed an interest to have plaques or pictures honoring former superintendents made for display in the lobby. Mrs. Rhoades presented a sample picture of Mr. Stewart done by a local artist. She said the cost for an 18 x 24 framed picture is \$500. The board liked the picture and asked Mrs. Rhoades to propose a recommendation for the March 8 board agenda.

An update of the Penn Manor logo was provided by Mrs. Rhoades. She said the committee recently interviewed three graphic designers. Two have been invited back to do a presentation with specific parameters. Mrs. Rhoades indicated that recommendation for a logo should be available for board approval in April.

Dr. Leichliter announced that the School Board retreat will be on Tuesday, June 22 at the IU 13. More information will be provided at a later date.

Dr. Leichliter requested the board approve holding a special board meeting on Thursday, March 18 at 4:00 for the purpose of approving bids for the Central Manor Elementary renovation project. He said contractors requested an extension of one week for the bid opening for the project. Approval for placement of this item on the board agenda was approved on a motion by Mr. DeLuca, and seconded by Mrs. Friedman. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, yes; Mr. Straub, yes; and Mrs. Wert, yes.

Dr. Leichliter distributed the packet of revised 600 and 700 policy series. These sections will be on the March 8 board agenda for approval.

Mr. Rintz discussed the yearly evaluation for the superintendent. It was decided that the board would use Survey Monkey again this year for the evaluation. Mr. Rintz also announced that the Superintendent Report will be presented in April.

The Committee of the Whole adjourned at 8:20 p.m. on a motion by Mr. Long a second by Mr. Hoke, and a unanimous voice vote.

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary

MINUTES  
Penn Manor Board of School Directors  
March 1, 2010

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School. The meeting was called to order by Board President, Dr. Richard Frerichs at 8:20 p.m.

Dr. Frerichs announced that the next scheduled meeting will be held on Monday, March 8, 2010, following the Committee of the Whole Meeting in the Board Room of the Manor Middle School.

The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Hoke, Mr. Long, Mr. Rintz, Mr. Schlotzhauer, Mr. Straub, and Mrs. Wert. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were: Mr. Ken Adams, Mrs. Amy Wall, Mrs. Rhoades and Mrs. Howard.

Dr. Frerichs asked if there were any Citizen's Comments. There were none.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the February 8, 2010. Hearing none, on a motion by Mrs. Freidman, a second by Mr. DeLuca and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter reviewed recent athletic and academic contests. He thanked Mrs. Amy Wall for the district Readathon held on Sunday, February 28.

The School Board Meeting Agenda was reviewed.

**Item 2 A – B:                                   Consent Agenda for the Committee of the Whole Meeting**

- A.     20010-2011 School District Calendar – The committee is recommending approval of the 2010-2011 calendar (see page 3).
- B.     Calendar Production Contract – The committee is recommending approval of a school calendar design and production agreement with Gannett Co., Inc. d/b/a Clipper Magazine, for the 2010-2011 school year as per the terms cited in the attached agreement (see pages 4 – 5).

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEMS 2 A – B:**

It was moved by Mr. Rintz and seconded by Mr. DeLuca to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

**Items 3 A – C:****Consent Agenda for Administrative Actions**

- A. Venture Grants – The administrative staff is recommending the acceptance of Penn Manor Education Foundation Venture Grants as listed (see pages 6 – 7).
- B. Contract Approval – Central Manor Environmental Site Assessment – The administrative staff is recommending approval of a contract with ARM Group Inc., Hershey PA, in the amount of \$2,100 for a Phase I Environmental Site Assessment at Central Manor Elementary School. Payment to be made from the 2006 Construction Fund.

*Explanation: The environmental site assessment will include a detailed evaluation of present and past land usage in order to evaluate the potential for hazardous or environmentally sensitive materials on the property. The assessment is a prerequisite for LEED certification.*

- C. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited (see page 8).

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – C.**

It was moved by Mr. Straub and seconded by Mrs. Wert to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

**Item 4 A: Consent Agenda for Personnel**

- A. Spring Coaching Contracts – The administrative staff is recommending the approval of spring coaching contracts for the 2009-2010 school term (see page 9).

**MOTION ON PERSONNEL CONSENT AGENDA ITEM 4 A:** It was moved by Mr. DeLuca and seconded by Mrs. Friedman to approve this item. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, yes; Christopher Straub, yes, and Donna J. Wert, yes.

The meeting adjourned at 8:35 p.m. on a motion by Mr. Long and seconded by Mrs. Friedman and a unanimous voice vote.

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Dr. Richard Frerichs, President

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Paula E. Howard, Secretary