

Minutes
Committee of the Whole
May 3, 2010

The Penn Manor School Board met in Executive Session at 5:30 p.m. for the Superintendent's evaluation and the discussion of personnel and student matters. The Executive Session adjourned at 6:55 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:05 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. Lechlitter, Ms. Pollock and Mr. Skrocki. Also in attendance for all or part of the meeting were: Mrs. Shirley Murray, Mrs. Shelby Foster, Mrs. Kari Steinbacher, Letort Elementary students Breanne Swartzentruber, Cadi Hershey and their parents, a Penn Manor student earning 2 Boy Scout merit badges and his father, Mr. Scott Bailey, Mrs. Judy Grillo, community members, Mrs. 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 May 10, 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. Mrs. Steinbacher announced that students from Hambright Elementary School participated in the 5K Girls on the Run.

Dr. Frerichs announced that there will be a report at the next board meeting on the NSBA convention that he attended with Mrs. Wert and Mr. Rintz. Mrs. Friedman distributed a community survey for the district facilities that the Master Facility Committee would like to distribute. Mr. DeLuca reported that the CTC is reviewing the process for the recruitment of students.

Dr. Frerichs asked the committee whether there were any additions or corrections to the Minutes of the April 6, 2010, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Schlotzhauer, a second by Mr. Straub and a unanimous voice vote, the Minutes were approved as printed.

The Letort Elementary School video produced by students Breanne Swartzentruber and Cadi Hershey was presented.

Dr. Lechlitter explained that he received a letter from a property owner adjacent to Comet Field regarding annexation of the development and Comet Field to Millersville Borough. Mrs. Judy Grillo, 2425 Water Valley Rd., Lancaster, spoke regarding the proposed annexation. Mr. Scott Bailey, Millersville Borough Council President also spoke about annexation to the Borough. The Board requested that Dr. Lechlitter provide information on the annexation process and a recommendation from the administration.

Mr. Skrocki explained details for the recommendation from the administration to terminate the contract with Best Doctors effective 6/30/2010. 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.

Mr. Johnston presented the preliminary budget for placement on the voting agenda. He distributed handouts including a Preliminary Budget Information Booklet, Funding Gap Worksheet, a list of potential cost reductions, and a salary update. Much discussion ensued and questions were asked about various aspects of the preliminary budget. The board directed Mr. Johnston to prepare a revised support staff salary grid for review on May 10. Approval for placement of the Preliminary Budget on the board agenda was approved on a motion by Mr. Hoke, and seconded by Mr. DeLuca. 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. Frerichs reviewed the proposed format for the Board Retreat in June. The Board agreed to start the retreat at 8:30 a.m.

Dr. Leichliter announced that he would be introducing Dr. Theresa Kreider to the board on May 10. Students from the high school newspaper, Penn Points, would also be in attendance and recognized at the May 10 meeting.

The Committee of the Whole adjourned at 8:23 p.m. on a motion by Mr. Straub a second by Mr. Long, and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary

1. Adoption of a tentative budget for 2010-2011 listing expenditures in the amount of \$67,220,028.00.
2. Adoption of the resolution authorizing the advertising of the tentative budget and setting the date of June 7, 2010 for consideration of the final adoption of the budget (see pages 5 – 6).

MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3 A: It was moved by Mrs. Friedman and seconded by Mr. DeLuca 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.

Items 4 A – J:

Consent Agenda for Administrative Actions

- A. School Resource Officer – The administrative staff is recommending the approval of the agreement with the Millersville Police Department for the 2010 – 2011 school year to pay 75% of the salary of School Resource Officer, Jason Hottenstein, with total payments not to exceed \$60,500.

Explanation: This figure represents an increase of \$1,500 from the 2009-2010 school year due to increased contractual costs from Millersville Borough.

- B. Kegel Kelin Almy & Grimm LLP Legal Fees – The administrative staff is recommending approval of the legal fees of the law firm of Kegel Kelin Almy & Grimm LLP (see page 7).
- C. Appointment of Board Treasurer – The administrative staff is recommending that the board appoint Christopher L. Johnston to the position of Treasurer of the Board of Directors for a one year term for the coming fiscal year, July 1, 2010 through June 30, 2011.

Explanation: Required by School Code.

- D. Appointment of Tax Collector – The administrative staff is recommending that the board appoint Christopher L. Johnston, Business Manager, as Tax Collector for the Penn Manor School District effective July 1, 2010 through June 30, 2011.

Explanation: Required by School Code.

- E. Appointment of Board Secretary – The administrative is recommending that the board appoint Paula E. Howard to the position of Board Secretary for a one year term effective July 1, 2010 through June 30, 2011.

Explanation: Required by School Code.

- F. Waiver of Custodial Fees – The administrative staff is recommending a waiver of custodial fees for the PMEF kids-only auction.

Explanation: School Districts in the Commonwealth of Pennsylvania are required to grant professional development leaves of absence to professional employees who meet specific eligibility guidelines. Professional development leaves of absence are governed by the following: § 11-1166 and § 11-1166.1 of the Public School Code of 1949, Penn Manor School Board Policy #438, and Article XXVIII of the negotiated agreement.

- C. Retirement – The administrative staff is recommending the board approve the retirement of the individual listed per the effective date cited.

Betty Cramer – health room technician – June 10, 2010
Janice L. Rankin – library assistant June 10, 2010

- D. Resignations – The administrative staff is recommending the board accept the resignations of the individuals listed per the effective date cited.

Kristen Herr – health room technician – April 23, 2010
Katherine Lutz – elementary teacher – June 10, 2010
Matthew W. Null – science teacher – April 28, 2010
Russell McDonnell – strength and conditioning coach – April 30, 2010

- E. Extended Year Services – The administration is recommending approval for Jean Semder to provide contracted independent instructional reading tutoring for 23 hours during the summer of 2010 at a contracted rate of \$50.00 per hour.

Explanation: Will provide independent instructional reading tutoring during the 2010 summer. Fourteen hours is for Extended School Year services. Seven hours of the 21 are for compensatory education time owed.

- F. Head Girls Basketball Coach– The administrative staff is recommending the approval of Scott Long to the position of Head Girls Basketball Coach for the 2010-2011 school year.

- G. Twilight School Instructor – The administrative staff is recommending approval of the following individual to the position of Twilight School Instructor for the remainder of the 2009-2010 school year at the rate of \$32.00 per hour, effective May 4, 2010, pending receipt of required paperwork.

Anthony Carrodo
Brian McHugh

MOTION ON PERSONNEL CONSENT AGENDA ITEMS 5 A - G: It was moved by Mr. Schlotzhauer and seconded by Mr. DeLuca 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; 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 8:32 p.m. on a motion by Mr. Long and seconded by Mrs. Friedman and a unanimous voice vote.

Dr. Richard Frerichs, President

Paula E. Howard, Secretary