

**MANHEIM TOWNSHIP SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS MEETING**

District Office  
May 9, 2013  
7:00 p.m.

**MINUTES**

Hannah Bartges, President, called the Work Session of the Manheim Township Board of School Directors to order at 7:00 p.m. School directors present were Mark Anderson, Hannah Bartges, Todd Heckman, Lynn Miller, William Murry, Don Reed, Mike Winters and Tom Winters. Also present were Tim Williams, Assistant to the Superintendent for Secondary Curriculum, Instruction and Technology; Mike Bromirski, Assistant to the Superintendent for Elementary Curriculum and Instruction; Katherine Setlock, Director of Pupil Services; Laura Heikkinen, Director of Business Operations; Donna Prokay, Director of Human Resources; Tom Koch, Plant Manager; and Kathleen Arnold, Board Secretary.

Absent: Barb Carr

Visitors present are recorded in the official school board guest book. A quorum was present, and due notice had been published.

**Presentations:**

- Mrs. Zanghi introduced the Odyssey of the Mind team, comprised of students from three of the elementary schools; Bucher, Neff and Nitrauer, that won the state competition in their division
- Mrs. Schwertfuehrer introduced the Landis Run Intermediate School and Neff Elementary Odyssey of the Mind team that won their division in the state competition
- Ms. Iseman introduced the Middle School Odyssey of the Mind Division II team. The team took first place in the regional competition and 6<sup>th</sup> place at the state competition
- Mr. Ziegler introduced the Middle School Quiz Bowl Team that won the league championship. The Middle School Quiz Bowl team has won 8 out of the past 11 years. They are now preparing for Nationals in Washington DC
- Dr. Setlock presented an update on the world of School Psychologists. The major functions of a School Psychologist are; screenings, evaluations and reevaluations; risk assessments (suicide, violent behavior, non-suicide/self-injury), crisis intervention, pre-referral process and interventions, and behavioral and academic consultation.
- Ms. Heikkinen, Director of Business Affairs, reviewed the proposed 2013-2014 Budget. The Act I index for 2013-14 is 1.7% for Manheim Township. The Board had voted earlier this year to stay within that index. The proposed 2013-14 budget will increase millage from 17.9525 to 18.2575 mills. This translates to a tax increase of \$49 based on median assessment of \$160,700. State revenue for the state property tax reduction allocation of \$1,097,857 corresponds to a tax credit of \$108. The final 2013-14 budget will be voted on at the June School Board meeting.

**Discussion items - no action  
taken at this meeting**

The agenda, as listed below, was reviewed and discussed in preparation of a vote at the next regularly scheduled Board meeting on May 16, 2013. No formal action was taken at this meeting.

- Proposed Final 2013-2014 General Fund Budget in the amount of \$80,034,212, as presented on form PDE-2028
- Transfer \$1.5 million to the Capital Reserve Fund
- Award demolition and site work for 175 Valley Road, Lancaster to the low bidder meeting specifications, Shea Demolition, Scranton PA, in the amount of \$93,823
- Activity fees to remain the same for the 2013-2014 school year; \$120 for the first activity, \$80 for the second, and \$60 for the third. No fee will be charged after the third activity
- Ratification of the decision of the Judiciary Committee in the case of a high school student, #52013, accused of violations of School Board Policies #227 Controlled Substances and #218.4 Extracurricular, Co-Curricular, and Interscholastic Sports and School Privileges
- Ratification of the decision of the Judiciary Committee in the case of a high school student, #62013, accused of violations of School Board Policy #218.1, Weapons
- Resolution approving the Lancaster County Academy Proposed Budget for 2013-2014
- Change in School Hours and Bus Configuration for the Middle School
  - 7:30 – 2:30 High School
  - 7:30 – 2:30 Middle School (30 minutes earlier)
  - 8:10 – 3:10 Landis Run
  - 9:00 – 3:40 K-4 buildings
- Authorization for the Superintendent to sign electronic agreements with the Pennsylvania Department of Education.
- Submission of an Act 80 Exception Request for the 2012-2013 school year
- Second reading and adoption of revised School Board Policy:
  - #806 Child/Student Abuse
- Second reading and adoption of revised School Board Policy
  - #818 Contracted Services
- Second reading and adoption of revised School Board Policy
  - #822 Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
- Re-appoint the Director of Business Operations as Manheim Township School Board Treasurer, effective July 1, 2013, for a one-year term. There is no compensation for this position
- Re-appoint Mrs. Kathleen Arnold as the Manheim Township School Board Secretary for a four-year term, July 1, 2013 through June 30, 2017. There is no compensation for this position.
- Approve School Board meeting dates for the 2013-2014 school year
- Approve Special Education Services Agreement with IU13 for the 2013-2014 school year

**First Reading - vote in June**

First reading of School Board Policies

- 916 Volunteers
- 610 Purchases Subject to Bid/Quotation
- 611 Purchases Budgeted

**IU Board of Directors**

Individual ballots for election of members of the Lancaster-Lebanon Intermediate Unit #13 Board of Directors will be submitted at the May 16, 2013 meeting.

**Citizens' Comments**

Mrs. Bartges invited Manheim Township citizens' comment on any item.

Shelby Witmer, 2253 Lititz Pike, wondered if the district works with other school districts in the budget process to see how they manage their budgets. Dr. Winters replied that there are both formal and informal meetings throughout the county. The IU hosts various job-alike groups; for example Superintendents, monthly so there can be collaboration and information shared. Ms. Witmer shared her research on PSSA scores from 2011 and 2012 and noted that township students have 10% to 28% of students that are below proficiency in reading and math. She feels that is good progress and questioned the increase in classroom minutes spent on reading and math, while decreasing minutes in the arts.

Mr. Bromirski responded that the state has legislated the math and reading benchmarks that must be achieved with No Child Left Behind, 100% by 2014. As a district we are obligated to strive to meet those benchmarks. Ms. Witmer still questions why other school districts have not cut their arts program.

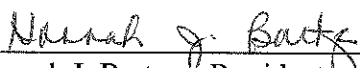
Susan Prentis, 411 Primrose Avenue, asked if the cuts in arts and music were budgetary in nature or was it because the arts programs were decreased to allow more time for instruction in math and reading. Mr. Bromirski responded that the budget cuts over the last few years are certainly a factor. He said it is also academic as we need to spend more time academically with the standards that are coming in play.


Ms. Prentis said the focus on instruction to the detriment of the arts is doing a disservice to children. She believes the arts contribute to the well rounded student. She feels Manheim Township is not going to be a district people want to move to if the district continues on this path.

**Adjournment to an Executive Session**

Mr. Anderson moved and Mr. Murry seconded a motion to adjourn the meeting to an Executive Session at approximately 8:25 p.m.

Voice vote with all members present voting aye. Motion carried.

  
Hannah J. Bartges, President

  
Kathleen E. Arnold, Secretary