

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

**District Office**

**June 20, 2013**

**7:00 p.m.**

**MINUTES**

Hannah Bartges, President, called the Board Meeting 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, Michael Winters, Don Reed, and Tom Winters. Also present were Gene Freeman, Superintendent; 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; Sally Rodenberger, David Hinnenkamp and Liz Miller, Student Representatives; and Kathleen Arnold, Board Secretary.

Absent: Barbara Carr

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

**Pledge of Allegiance**

Boy Scouts working on their Communications Badge; Ian Miller and Ben Banzof, led the assembly in the Pledge of Allegiance.

**Presentations:**

- Tony Aldinger and Mike Bromirski presented a report on Inclusionary Practices in the district. The district had received a three-year grant on Inclusion. The district was invited to present on our inclusion practices at the Patten Conference this spring.
- Gene Freeman, Tim Williams, Mike Bromirski, Kathy Setlock, Donna Prokay, and Laura Heikkinen presented the 2013 District Update (attachment)

**Roll Call Vote**

Mrs. Bartges announced that unless otherwise stated, each vote taken at this meeting will be considered a roll call vote and the secretary will record any negative votes or abstentions.

**Approval /Modification of Agenda**

Mrs. Bartges asked if there were any agenda items that should be removed from the consent portion of the agenda. The agenda was accepted as presented.

**Manheim Township Citizens' Comments**

Mrs. Bartges invited citizens in the audience to comment on any item on the agenda. She noted the Board will listen to comments, but will not engage in discussion in this forum. Questions will be directed to the appropriate person for follow up after the meeting.

There were no comments at this time; however there was a request from the audience that Board members speak louder.

## Consent Agenda

Mr. Reed moved and Mr. Anderson seconded approval of the following consent agenda items:

- A. Treasurer's Report (attachment)
- B. Personnel Report (attachment)
- C. Submittal of Applications for Special Exceptions as required by the Manheim Township Zoning Ordinance for the following projects that will be considered by the Board of School Directors: (1) 15 Valley Road Parking Lot; (2) 49 Valley Road Parking Lot; (3) LRIS Parking Lot; (4) Baseball/Tennis Court Parking Lot; (5) Girls Softball Field Impervious Improvements; and (6) Maintenance & Bus Garage Projects. (cover)
- D. Award low bid meeting specifications for a 2014 Super Duty Dump Truck to replace the 1994 International Dump Truck, to Whitmoyer Ford Inc, in the amount of \$53,450 (cover)
- E. Landis Run Intermediate School Change Orders:
  - o Frey Lutz, Change Order #11 and #14 for a credit of (\$24,676.87) (cover)
  - o MBR, Change Order #10 in the amount of \$17,652.53 (cover)
- F. Food Service Operations Budget and Capital Investments for 2013-2014. Meal prices will remain the same for the 2013-2014 school year (cover) (budget)
- G. Award bids meeting specifications to various vendors for 2013-2014 district-wide art supplies totaling \$13,267.42 (cover) (recap)
- H. Adoption of the Resolution Implementing Homestead and Farmstead Exclusions for the 2013-2014 Fiscal Year as required under the Taxpayer Relief Act (cover) (Resolution)
- I. Financial Institutions for investment transactions during the 2013-2014 school year: (cover)
  - o Fulton Bank
  - o PA School District Liquid Asset Fund
- J. Legal counsel for the 2013-2014 school year: (cover)
  - o General Solicitor: Hartman Underhill & Brubaker  
\$165/hour (increase of \$5 per hour)  
July 1, 2013 – June 30, 2014
  - o PlanCon/Bond: Kozloff & Stoudt  
\$160/hour (increase of \$5 per hour)  
July 1, 2013 – June 30, 2014
- K. Resolution for Commitment of June 30, 2013 Fund Balance (cover) (Resolution)
- L. Policy renewal for Student Athletic Medical Insurance, All Sports Coverage and Extra-curricular Activities Insurance for the 2013-2014 school year with AG Administrators through Goodwin & Gruber Agency at a cost of \$12,780 (cover) (attachment)
- M. Authorize the Director of Business Operations to make necessary year-end budget transfers for the 2012-2013 school year (cover)
- N. Second reading and adoption of School Board Policy (cover):
  - o #610 Purchases Subject to Bid/Quotation (attachment)
- O. Second reading and adoption of School Board Policy (cover):
  - o #611 Purchases Budgeted (attachment)
- P. Second reading and adoption of School Board Policy (cover):
  - o #916 Volunteers (attachment)

**Consent Agenda (cont.)**

- Q. Continue Employee Assistance Service (EAP) with Mazzitti & Sullivan – September 30, 2014 (cover) (Agreement)
- R. Revise the 2013-14 school calendar by adding four additional early dismissal days (cover) (calendar)
- S. Recommend appointing three (3) voting delegates to the PSBA Legislative Policy Council; Mark Anderson, Mike Winters and Bill Murry.

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

**SUPERINTENDENT'S REPORT**

**Previous Minutes**

Mr. Anderson moved and Mr. Winters seconded approval of the Secretary's minutes of the May 9, 2013 work session and the May 16, 2013 regular meeting of the Board of School Directors. (attachments)

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

**2013-2014 Final General Fund Budget**

Mr. Anderson moved and Mr. Murry seconded approval of the 2013-2014 Final General Fund Budget in the amount of \$80,034,212, as presented on PDE form 2028. (cover) (budget)

Mr. Anderson said the Board has spent the better part of 6 months working on this budget. Like a household budget there are income and expenses. On the income side, state funding remains stagnant, and federal funding continues to drop. The taxpayers are not an endless pit of money. On the expense side, costs continue to rise based on the needs of our students, the diversity of our students, and with many state and federal mandates that continue to go unfunded. Taxes are a more difficult issue because you have to balance student programs with fairness to the taxpayer. He said the Board has pushed the administration to account for both the income and expense side of this budget.

Mr. Reed said he is in full support of the proposed budget. He publically thanked the teaching staff and administrators who volunteered a two-year pay freeze, recognizing the issues facing the school district and every school district in Pennsylvania. Federal support is less than previous years due to sequestration. The district lost \$510,000 of revenue, per year, when one of the local retirement homes petitioned as a non-profit organization so they pay \$100,000 donation rather than \$610,000 in taxes. In addition, a reassessment from Alcoa could result in a one-time hit of \$600,000. Cyber charter schools continue to cost the district money, even though not one of those schools met Pennsylvania AYP (annual yearly progress) standards. Mandated healthcare increased 37%; the increase in the retirement system was also 37%. He asked, "If you don't raise taxes, how do you support programs for students"? His number one goal is to provide full day kindergarten for every student whose parents want full day kindergarten. He urged everyone to contact your legislator to support funding for the public education programs important to you.

**2013-2014 Final General  
Fund Budget (cont.)**

Dr. Winters remarked that program reductions were hard decisions that had to be made. If our legislature had acted on these four things over the past four years, the district would not have had to reduce programs or raise taxes. The retirement system, special education funding, property reassessment/assessment appeals, and cyber charter schools. The legislature took a 50% increase in their pensions and gave it to the judges as well. The legislators and judges are also the only groups in the retirement system to get a cost of living increase every year. Special

**2013-2014 Final General  
Fund Budget (cont.)**

education funding has been an issue for many years. In the last four years the deficit for special education funding increased by \$1.4 million. Cyber charter schools created as a vendetta against public schools, and an enabler for business ventures to make money off of public schools. The state is not keeping up it's commitment to public education. Legislators need to take a firm stance on each of the issues he has listed. He welcomed the passion of the community.

Mrs. Miller commended the Board for making responsible decisions based on what was best for the general good. She is proud of the board for the work that went into the budget.

Mr. Murry said the decision to hold the tax increase to 1.7% was difficult, but that decision was made early in the budget process. We are seeing increases of 5 to 5 ½ % in costs, and a tax increase of 1.7%. It does not take a mathematician to see why we have a deficit today. To fully fund the budget, the Board would have had to double the tax increase. No one likes making these very difficult decisions.

Mr. Heckman was encouraged by the discussion. Frankly, no one wanted to raise taxes at all. The time and thought that went into that decision was enormous. We would have had to find an additional \$900,000 in order to not raise taxes at all. The Board has already cut \$10 million from the budget in the past few years. There just is nowhere else to cut that would not cut even further into programs.

Mr. Winters heard the PA budget secretary, Charles Zogby, talk about the state budget and say that pension issues are swamping the schools. Interesting because that is just one of the issues that we talked about tonight. You have heard the passion tonight as we speak about the tough choices that we have had to make. When the 70% of the taxpayers that do not have children in the school hear that taxes are increasing, it makes their heads explode. We also have impassioned people like those here tonight, and been visiting us regularly, and are upset that programs have been cut. As other board members have said tonight; we listen to you, we want to hear from you, we communicate with you. We don't always make people happy in the tough choices that have to be made.

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

## **Taxes**

Mr. Murry moved and Mr. Anderson seconded approval of the following statement.

BE IT RESOLVED by the Board of School Directors of the Manheim Township School District that the following taxes are hereby levied for school purposes for the school year beginning July 1, 2013, payable at the times and subject to the penalties and discounts, as provided in the Local Tax Collection Law of 1945, as amended

1. A tax of 18.2575 mills on assessed value of all property taxable for school purposes in this school district. (Levied under authority of 672 of the Public School Code, as amended.)
2. Motion directing the secretary to note in the minutes that the following taxes are continued under the authority of Act 511 and in each instance are reenacted without change for 2013-2014:
  - a. A tax of .50% of Earned Income
  - b. School District share of combined Local Services Tax - \$10.00
  - c. Realty Transfer Tax - .50%
3. Recommend that the District institute its property tax installment payment plan for 2013-2014 as follows:
  - First payment @ one-third base rate to be paid by September 3, 2013, second payment @ one-third base rate to be paid by October 31, 2013, and third payment @ one-third base rate to be paid by December 31, 2013

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

## **First reading of School Board Policies, approval at August 15, 2013 meeting**

First reading of School Board Policies:

- #302 Employment of Superintendent/Assistant Superintendent/Acting Superintendent (cover) (attachment)
- #312 Evaluation of Superintendent (cover) (attachment)
- #117 Homebound Instruction (cover) (attachment)

## **Reports Filed**

Dr. Freeman stated that the following reports have been filed: (attachments)

- School Lunch Claim Form, April 2013
- PDE Bureau of Budget and Fiscal Management, CN PEARS Signer/User Authorization Form

### Citizens' Comments

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

John Bartges, 428 Buch Avenue, urged parents to be proactive and creative in providing for their children. He cited several personal examples where his family stepped up to provide solutions; building a batting cage for girls softball, new wrestling uniforms, and parent involvement with coaching and fundraising to start the lacrosse program. He spoke of the Chicken Little syndrome, saying if there is a gap in what we want for our students versus what the district (taxpayers) can provide, parents can have a blast helping close that gap.

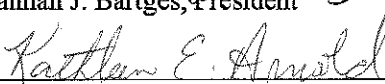
Karen Bock, 440 Buch Avenue, thanked the Board for doing what they do. She said she always felt safe, and grateful for what has been received. She emphasized the need the core basic instruction.

### Adjournment

Mr. Anderson moved and Mr. Reed seconded a motion to adjourn the meeting at approximately 9:22 p.m.

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

  
Hannah J. Bartges, President

  
Kathleen E. Arnold, Secretary