

**Minutes
Committee of the Whole
February 20, 2018**

The Penn Manor School Board met at 5:30 p.m. for a public budget workshop. The Penn Manor School Board met at 6:30 p.m. for an Executive Session to discuss Personnel (Leaves, Resignations), Special Education Legal, and Student Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long. The following directors were present: Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Richard Frerichs was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Joyce Wright, Mrs. Tanya Johnson, Ms. Sandy Ulmer, Mrs. Lynette Brenneman, Mrs. Judy Keller, Dr. Philip Gale, Mr. & Mrs. John Ward, Mr. Larry Levato, Ms. Kelsey Leed, Mr. Jim Murphy, Mrs. Becky Reeve, Ms. Pat LaPort, Dr. Krista Cox, Mrs. Beth Kaplan, Mr. Jarred Fitzkee, Mrs. Janet Carroll, Mr. Walt Wiltschek, LNP correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, March 5, 2018, in the Board Room of the Manor Middle School at 7:00 p.m.

The flag salute was led by 3rd grade students Karter Wright, Grady Quinn, Colby Bosley, and Aubrey Rineer from Mr. Fitzee's class and 2nd grade students Gavin McHale and Emma Landis from Mrs. Kaplan's class at Eshleman Elementary. Dr. Cox asked the 3rd grade students to distribute invitations to the board for Eshleman's annual food fair. The 2nd grade students recited a poem about freedom.

Penn Manor High School senior, Kevin Ward, was recognized for being named a Merit Scholarship Finalist. Only 15,000 students in the country achieve this honor. Mr. Sweigart read a board resolution and Mrs. Nafziger presented Kevin with the resolution.

Mr. Long asked if there were any additions or corrections to the Minutes of the February 5, 2018, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Fullerton and second by Mrs. Nafziger, and a unanimous voice vote, the Minutes were approved as printed.

Cole Heckaman gave the high school student report.

Mr. Long asked for any Citizen's Comments. Mrs. Becky Rineer, 120 Stonewyck Drive, Lancaster expressed her concern about student safety at the high school. Mr. Jim Murphy, 103 Garrity Road, Millersville shared his concern about a possible tax increase. Ms. Pat LePort, 122 Sutherland Road, Lancaster was also concerned about a possible tax increase and the impact of the recent county property reassessment.

The upcoming board opportunities were reviewed. Mr. Fullerton gave an update on the Advisory Board of the Ag Program and the recent IU13 meeting.

Dr. Egan introduced Ms. Theresa Ferry, new learning support teacher at Pequea Elementary.

Mr. Larry Levato and Ms. Kelsey Leed from Crabtree, Rohrbaugh Associates presented an update on the design and development phase of the high school project.

Mr. Long discussed a board resolution related to Senate Bill 2. Approval for placement of this item on the March 5, 2018, board agenda was approved on a motion by Mr. Straub and seconded by Mr. Paitsel. The following vote was taken on this motion: Dr. Frerichs, absent; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Leichliter reviewed the proposed calendar options for 2018-2019. Approval for placement of this item on the March 5, 2018, board agenda was approved on a motion by Mr. Fullerton and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, absent; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Reisinger provided an update on Internet services, E-rate, the IU13 network consortium, and future fiber projects. Approval for placement of this item on the February 20, 2018, board agenda was approved on a motion by Mr. Fullerton and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, absent; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:39 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
February 20, 2018

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 Mr. J. Kenneth Long at 8:30 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, March 5, 2018, following the Committee of the Whole Meeting at Manor Middle School

The following directors were present: Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Richard Frerichs was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Joyce Wright, Mrs. Tanya Johnson, Ms. Sandy Ulmer, Mrs. Lynette Brenneman, Mrs. Judy Keller, Mrs. Becky Reeve, Mrs. Janet Carroll, Mr. Walt Wiltschek, LNP correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long asked if there were any Citizen's Comments. There were none.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the February 5, 2018 meeting. Hearing none, on a motion by Mr. Paitsel, a second by Mrs. Nafziger and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He raised the possibility of participating in the Unified Track program. The board expressed unanimous support for this program. Dr. Leichliter will place the item on the March 5, 2018 voting agenda.

Mr. Johnston presented for payment the January 2018 bills. It was moved by Mr. Straub and seconded by Mr. Fullerton to approve to authorize payment of bills:

General Fund	\$	4,807,835.36
Food Service Fund	\$	113,051.36
PMSD Capital Reserve Fund	\$	115,663.76
PSDLA Capital Reserve	\$	3,574.71
Student Activity Fund	\$	25,279.20

The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Item 1. **Review of School Board Meeting Agenda** – Mr. Long

Item 2. Consent Agenda for Committee of the Whole Meeting – The committee is recommending approval of the following: (ROLL CALL)

- A. Internet Services Agreement with Cogent to provide Internet service as per the enclosed agreement at a cost of \$2,500 per month for 36 months.

Explanation: Cogent will provide 2Gbs dedicated Internet service to the Manor/Hambright school campus from July 1, 2018 to June 30, 2021. E-rate will discount this service at approximately 60%/month.

- B. Internet Services Agreement with KINBER to provide Internet service as per the enclosed agreement for 36 months.

Explanation: KINBER will provide 5Gbs dedicated Internet service bustable to 10Gbs to Penn Manor High School and other district school buildings from July 1, 2018 to June 30, 2021. E-rate will discount this service at approximately 60%/month.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A-B:

It was moved by Ms. Wert and seconded by Mr. Sweigart to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Special Education Agreement with family

- B. Conestoga Elementary School Renovation Project – PlanCon Part G (Project Accounting Based on Bids) to the Pennsylvania Department of Education for the Conestoga Elementary School renovation project (project number 3847) as per the attached (see pages 4-13).

Explanation: A project's eligibility for reimbursement is ultimately determined at PlanCon Part G. The original forms were submitted to PDE in February 2017. The actual project reimbursement will be determined at the approval of PlanCon J.

- C. Intercom Upgrade - Martic Elementary School by Sage Technology Solutions per the attached proposal. (page 14-22)

Explanation: The current intercom system has failed and requires a replacement. The system will be upgraded to the same system that has been installed at Hambright, Pequea and Conestoga Elementary Schools. To be paid from the Capital Reserve Fund.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-C: It was moved by Ms. Wert and seconded by Mr. Straub to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long,

yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Employment and Change in Status of the individuals listed per the effective date for the 2017-2018 school year (see pages 23-24)
- B. Leave to the individuals according to the terms listed:
 Professional Employees:
 Employee G40 - Family Medical - March 23, 2018 – end of 2017-2018 school year
 Employee G41 - Family Medical - February 13, 2018 – March 23, 2018
- C. Resignation of the individuals listed per the effective date:
 Sandy Armstrong, Food Service, High School, effective 2/16/18
- D. Spring 2018 Athletic Coaches as listed (see page 25)
- E. Stipend for Services – Dr. Scott Keddie, administrative professional, a payment of an administrative stipend of \$50 per diem for serving as substitute principal at Marticville Middle School on an intermittent basis effective February 13, 2017.
- F. Mentor for the remainder of 2017-2018 as listed:
 Julie Yost for Theresa Ferry – Learning Support/Life Skills - \$421.00

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-C, E, F: It was moved by Mr. Fullerton and seconded by Mrs. Nafziger to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4D: It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, abstain; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:49 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary