

**Minutes
Committee of the Whole
February 5, 2018**

The Penn Manor School Board met at 6:30 p.m. for an Executive Session to discuss Personnel (Leaves, Resignations) and Student Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:07 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: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Christopher Straub, and Ms. Donna Wert. Mr. Carlton Rintz was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Ms. Heather Wigerman, Mr. Eric Howe, Ms. Lisa Roth Walter, Mr Jason McClune, Mrs. Judy Duke, Ms. Tanya Johnson, Ms. Beth Mitchell, Mr. Mitchell Sweigart, Mr. Mark Sweigart, Tony and Justine Oppido, Jason and Colleen Phelan, 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 Tuesday, February 20, 2018, in the Board Room of the Manor Middle School at 7:00 p.m.

The flag salute was led by Mrs. Roth Walter's 6th grade students Karalissa Herman, Lucas Knepp, Mina Al Sultani, Zoe Curtis, Eva Brubaker, Londyn Scott, Brock Kirstner, and Aidan Gerlach from Hambright Elementary School. The students and art teacher, Heather Wigerman, gave a presentation to the board explaining the Leadership Path the entire school helped to create at Hambright. They also recited the Hambright Leadership Path Poem.

Mr. Long asked if there were any additions or corrections to the Minutes of the January 22, 2018, Committee of the Whole Meeting and the January 29, 2018, Special 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.

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

The upcoming board opportunities were reviewed. Mr. Straub gave an update on the LCCTC monthly meeting.

Mrs. Duke introduced Mr. Jason McClune, the district's new transportation coordinator.

Mr. Long provided a summary of the Board Director interviews held on Monday, January 29, 2018. Mitchell Sweigart was chosen from the applicants interviewed to take a seat on the board.

Mrs. Duke provided background information on the district's Delinquent Real Estate Tax collections.

Mrs. Duke presented information the district's tax rebate program highlighting the effect of raising the income threshold for 2018-2019. The program began in 2006-2007. Approval for placement of this item on the February 5, 2018, board agenda was approved on a motion by Mr. Straub and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the 2017-2018 budget results through the first six months of the fiscal year.

Mr. Johnston provided an update on new banking services being offered by our current bank. The board agreed to omit a banking RFP for this cycle.

The Committee of the Whole adjourned at 8:00 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
February 5, 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 8:01 p.m.

Mr. Long announced that the next scheduled meeting will be held on Tuesday, February 20, 2018, following the Committee of the Whole Meeting at Manor Middle School

The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Christopher Straub, and Ms. Donna Wert. Mr. Carlton Rintz was absent. Present from the administrative staff were Dr. Michael Leichliter, Dr. Cheryl Shaffer, Mr. Chris Johnston, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Judy Duke, Ms. Tanya Johnson, Ms. Beth Mitchell, Mr. Mitchell Sweigart, Mr. Mark Sweigart, Tony and Justine Oppido, Jason and Colleen Phelan, 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 January 22, 2018 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Straub and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report.

Item 1. Election of New Board Director

- A. The Board Committee recommends the election of Mitchell L. Sweigart to fill the vacant Board position created by the resignation of Jeffrey E. Lyon.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 1A: It was moved by Dr. Frerichs and seconded by Ms. Wert to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, absent; Christopher Straub, yes; and Donna Wert, yes.

The Oath of Office was administered to Mr. Mitchell Sweigart.

A new roll call was taken. The following members were present: Dr. Frerichs, Mr. Fullerton, Mr. Long, Mrs. Nafziger, Mr. Paitsel, Mr. Straub, Mr. Sweigart, and Ms. Wert. Mr. Rintz was absent.

The list of newly constituted board membership was presented for any necessary changes.

Item 4. Review of School Board Meeting Agenda – Mr. Long

Item 5. Consent Agenda for the Committee of the Whole Meeting – The committee is recommending approval of the following: (ROLL CALL)

A. Capital Projects Budget for 2018-2109

Explanation: As presented in January, the Capital Projects Budget is an outline for capital expenditures expected in the following year.

B. Property Tax Rebate Program Resolution (see pages 4-9)

Explanation: The Penn Manor Tax Rebate Program has been in effect since the 2006-07 school year. This program is budgeted to supply real estate tax rebate payments totaling \$75,000 to low income residents that are approved for the state rebate program

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 5A-B:

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

Item 6. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

A. Delinquent Real Estate Taxes – ratification of the submission of delinquent real estate and interim taxes (see page 10).

Explanation: Unpaid Real Estate Tax balances are turned over to Lancaster County Tax Claim bureau for collection by the 15th of January.

B. New Student Activity Fund Account - Anime & Manga Book Club

Explanation: As recommended by the high school principal, the Anime & Manga book club will focus on book talks and discussions about plot, character development, conflict and other literary elements of manga novels. From time to time cultural speakers, artists, writers and other associated experts may talk to the club, promoting deeper understanding of the art form and provide students insight into career opportunities. Fundraising activities will primarily fund the purchase of new books to be donated to the school library.

C. Boiler Repair at Penn Manor High School by McClure Company at a cost of \$9,300

Explanation: A recent inspection requires a Hydro-static pressure test on the high school boiler and replacement of the gasket.

D. Approval to Advertise and Bid for Tennis Court Project

Explanation: As part of the high school renovation project, tennis courts will be built on the Manor Middle School site.

E. Approval to Advertise and Bid for Demolition Project of 66 W. Cottage Avenue

Explanation: As discussed at previous meetings, the buildings on 66 W. Cottage Avenue in Millersville are to be razed in preparation for the high school renovation project. The work will include asbestos abatement.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 6A-E: 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, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Item 7. 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 page 11)
- B. Leave to the individuals according to the terms listed:
Classified Employees:
Employee G38 - Family Medical - January 9, 2018 – January 26, 2018
Employee G39 - Family Medical - December 31, 2017 – January 31, 2018
- C. Resignation of the individuals listed per the effective date:
 Andrew Bailey, 12 month custodian, Manor Middle, effective 2/16/18
- D. Tenure for the individual listed as she has completed the requirement of three years of satisfactory teaching performance within the school district.
 Jennifer A. Forney
- E. Revised Job Description – Athletic Director (see pages 12-14)

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 7A-E: It was moved by Dr. Frerichs and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:17 p.m.