

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

The Penn Manor School Board met at 6:30 p.m. for an Executive Session to discuss Personnel (Leaves, Retirements) and Student Discipline 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: Dr. Richard Frerichs, 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. 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: Jon Bittenbender, Connie Jackson, Christine Smith, Shelby Foster, Lisa Collins, Lisa DeLisle, Kathy Houck, Jason Sauders, Kerry and James Bushong, Desiree Landis, Leanne Koser, Sydney Moyer, Walt Wiltschek, LNP correspondent, Brian Wallace, and 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 19, 2018, in the Board Room of the Manor Middle School at 7:00 p.m.

The flag salute was led by 8th grade Marticville Middle School student, Max Bushong. Max then explained the daily operations of WMMS, the student run television station at Marticville Middle School.

Mr. Long asked if there were any additions or corrections to the Minutes of the February 20, 2018, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Paitsel and second by Mr. Sweigart, 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. Ms. Wert gave an update of the Lancaster County Academy JOC meeting. Mr. Straub updated the board on the LCCTC JOC meeting. He reported that a county total of 1,398 students had applied to programs for next year. Dr. Frerichs reported on a House Bill requiring schools to have bullying programs for every grade level. He also highlighted legislation on collection of school taxes. Mrs. Nafziger reported that the Penn Manor Education Foundation distributed \$11,000 for the Strong and Healthy Kids program. Mr. Rintz updated the board on the Superintendent's Evaluation process.

Dr. Leichliter and Dr. Kreider presented information on Penn Manor joining three other county schools to take part in Unified Track. This is sponsored by Special Olympics and will involve students with disabilities as well as general education students in an interscholastic track program. Approval for placement of this item on the March 5, 2018, board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Nafziger. 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, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Leichliter reviewed the proposed school board meeting dates for 2018-2019. Approval for placement of this item on the March 19, 2018, board agenda was approved on a motion by Mr. Straub and seconded by Mr. Fullerton. 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, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Long and Dr. Leichliter discussed the planning for the annual one-day summer planning board retreat.

Dr. Kreider provided the annual update on special education enrollments and programming.

Dr. Egan provided an update on enrollment at district elementary schools.

Dr. Leichliter and Mr. Johnston updated the board on Manor Township officials request to relocate the township's mulching operations to district property. Approval for placement of this item on the March 19, 2018, board agenda was approved on a motion by Mr. Sweigart and seconded by Dr. Freichs. 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, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:45 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
March 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 8:45 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, March 19, 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. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. 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: Jon Bittenbender, Connie Jackson, Lisa Collins, Lisa DeLisle, Kathy Houck, Desiree Landis, Leanne Koser, Sydney Moyer, Walt Wiltschek, LNP correspondent, Brian Wallace, and 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 20, 2018 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Paitsel and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He reported that the high school spring musical, Mary Poppins, was excellent! The high school students hosted a mini-thon and raised nearly \$27,000 for the Four Diamonds. He also acknowledged the excellent response by both Millersville Boro Police and Millersville University Police during the graffiti incident.

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. 2018-19 School District Calendar Approval
- B. Senate Bill 2 Resolution
- C. Creation of Unified Track Program

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

It was moved by Ms. Wert and seconded by Mrs. Nafziger 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, 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. Agricultural Advisory Committee – approval of committee members

Explanation: Chapter 339 on Vocational Education of the Pennsylvania School Code mandates the use of advisory committees. State auditors verify that the local School Board annually approves the composition of the committee.

B. Acceptance of STS Aides/Para and Personal Care Assistants for the 2018-2019 school term

Explanation: While the aides are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

C. Acceptance of STS Substitute Teachers for the 2018-2019 school term

Explanation: While the substitute teachers are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

D. School Counseling Advisory Board

Jen Kroesen - teacher

Explanation: Mrs. Kroesen will replace Ms. Maria Vita on the committee.

E. Memorandum of Understanding with Millersville University for use of the lower level of the parking deck from August 2019 through July 2022.

Explanation: Renovations at the High School will affect the availability of parking spaces during the project. An agreement was negotiated with Millersville University that will allow the district to rent the lower level of the parking deck. As part of the agreement the district will pay for stairs to be constructed from the lower level to the High School property.

F. Pequea Elementary School Renovation Project – PlanCon Part G (Project Accounting Based on Bids) to the Pennsylvania Department of Education for the Pequea Elementary School renovation project (project number 3810).

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.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A, D-F:

It was moved by Mr. Fullerton and seconded by Mr. Paitsel 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, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3B-C: It was moved by Mr. Fullerton and seconded by Mr. Paitsel 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, yes; Christopher Straub, abstain; 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.
- B. Leaves to the individuals according to the terms listed:

Professional Employees:

Employee G42 - Military Leave for Training - April 16, 2018 – August 24, 2018

Employee G43 - Family Medical - February 9, 2018 – May 4, 2018

Employee G44 - Family Medical - March 23, 2018 – May 20, 2018

[Revised dates from February 20th Board Meeting]

Employee G45 - Family Medical - February 12, 2018 – March 5, 2018

Employee G46 - Family Medical - April 3, 2018 – end of 2017-2018 school year

Classified Employees:

Employee G47 - Family Medical - January 18, 2018 – March 16, 2018

Employee G48 - Family Medical - February 9, 2018 – March 23, 2018

- C. Retirement of the individuals listed per the effective date:

David M. Bender – High School Science - end of 17-18 school year

Donna M. Brady – High School Gifted - end of 17-18 school year

Anne A. Butterfield – High School Nurse - end of 17-18 school year

Frank Dell'Estate - High School Foreign Language - end of 17-18 school year

Susan F. Frese – 2nd Grade at Martic - end of 17-18 school year

Nancy L. Kaufhold – Learning Support at Hambright - end of 17-18 school year

Wayne D. Martin – 4th Grade at Martic - end of 17-18 school year

Margaret A. Murr – 1st Grade at Hambright - end of 17-18 school year

Christine A. Pierce - Art Teacher at Pequea/Conestoga - end of 17-18 school year

Shirley Jackson - Hambright Building Secretary - effective June 22, 2018

- D. 2017-2018 Spring Track and Boys Lacrosse Coaching Positions

Explanation: The attachment shows the track and boys lacrosse coaches and positions for the 2017-2018 spring season.

- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2017-18 school year:
Jenna Piper

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-E: It was moved by Dr. Frerichs 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, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:59 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary