

**Minutes
Committee of the Whole
October 15, 2018**

The Penn Manor School Board met at 5:00 p.m. for a public workshop on the high school project phasing and pre-bid review. At 6:00 p.m. there was an Executive Session to interview a candidate for the Assistant Superintendent position and to discuss Personnel (Leaves, Resignations, Retirement), and a Student Matter. Following the School Board meeting at 8:05 p.m., there was an Executive Session to discuss a Special Education matter.

The Penn Manor School Board met as a Committee of the Whole at 7:22 p.m. in the Boardroom 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 Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Hambright teachers – Beth Martin, Jessica Hoke, Kathy Rowley, and Tom Wainman – Mr. Randy Beck, Mr. Brad Forrey, Ms. Karen Devine from PSBA, Ms. Emily Gertenbach, LNP correspondent, Mr. 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, November 5, 2018, in the Boardroom of the Manor Middle School at 7:00 p.m.

Mr. Long asked if there were any additions or corrections to the Minutes of the October 1, 2018, Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs, and second by Mrs. Nafziger, and a unanimous voice vote, the Minutes were approved as printed.

Max Forrey gave the high school student report for the month.

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

The upcoming board opportunities were reviewed.

Ms. Karen Devine from the Pennsylvania School Boards Association (PSBA), recognized Ms. Donna Wert for 20 years of service as a school board director in Penn Manor.

Dr. Lechlitter and Mr. Long reported on the process for hiring a new Assistant Superintendent for Secondary Education effective July 1, 2019. Mr. Long stated that the School Board is recommending Dr. Philip Gale to fill the position. Approval for placement of this item on the November 5, 2018, board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Sweigart. 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. Johnston presented the annual athletic reporting update. School districts are required to annually submit information to PDE by October 15th of each year regarding Interscholastic Athletic Opportunities and treatment for male and female secondary school students. This information will be posted on the district's website by November 1st.

Dr. Leichliter and Mr. Johnston reviewed the information presented during the 5:00 p.m. Board Workshop on the upcoming bid for the high school project.

The Committee of the Whole adjourned at 7:52 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
October 15, 2018

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Boardroom at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long at 7:52 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, November 5, 2018, following the Committee of the Whole Meeting 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, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Hambright teachers – Beth Martin, Jessica Hoke, Kathy Rowley, and Tom Wainman – Mr. Randy Beck, Ms. Emily Gertenbach, LNP correspondent, Mr. 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 October 1, 2018 meeting. Hearing none, on a motion by Mr. Straub, a second by Mrs. Nafziger, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. The board will need to appoint a representative to the Lancaster-Lebanon Joint Authority beginning January 1, 2019.

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

General Fund	\$ 6,539,947.68
Food Service Fund	\$ 120,116.05
PMSD Capital Reserve Fund	\$ 485,061.88
PSDLAF Cap Reserve Fund	\$ 3,574.71
Student Activity Fund	\$ 4,373.12

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

Item 2. **Consent Agenda for Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

A. Judicial Review Committee Action

- B. IDEA Part B Use of Funds Agreement – for the use of Federal Funds from the 2018-2019 allocation pertaining to the Individuals with Disabilities Education Act

Explanation: Expected funds totaling \$1,041,935 will be used as follows - \$745,836 to be used as an offset to special education contracted services and \$296,099 to be used for “on behalf” services.

- C. School District Affiliation Agreement with Liberty University for a student teaching experience.

Explanation: A student will be placed at Penn Manor from Liberty University for student teaching experience.

- D. Vector Solutions Client Agreement for professional development and compliance related-training.

- E. Head Start Facilities Agreement with Community Action Partnership (CAP) of Lancaster County

Explanation: Facilities agreement for the 2018-19 school year covering the Head Start Classrooms located in Martic Elementary School and Manor Middle School.

- F. Disposal of Technology Equipment

Explanation: The Technology Department is recommending disposal of the nonfunctioning and obsolete technology items and materials on the attached list. Sycamore International will remove and recycle technology items at no charge to the district.

- G. Tax Exonerations

- H. Replacement Water System Installation by Miller & Sons

Explanation: Replacement automatic softener and nitrate systems at Marticville Middle School and Central Manor Elementary School as per the proposal.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-H:

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, 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 Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Support Staff Employment and Change in Status of the individuals listed per the effective date for the 2018-2019 school year

- B. Leave to the individuals according the terms listed
- Professional:
Employee H20 - Family Medical - January 23, 2019 – April 16, 2019
Employee H21 - Family Medical - November 19, 2018 – January 14, 2019
Employee H22 - Intermittent Family Medical – Nov. 1, 2018 – Dec. 31, 2018
- Classified:
Employee H23 - Family Medical - October 15, 2018 – November 11, 2018
- C. Resignation of the individuals listed per the effective date:
 Kelly Mason, Assistant Field Hockey Coach, effective 6/30/18
 Heidi Frey, Food Service, Manor MS, effective 12/5/18
- D. Retirement of the individual listed per the effective date:
 Kathleen Campbell, 10 month Secretary, Pequea, effective 10/31/18
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2018-19 school year:
 Anne Mitzel
 Alison Wycherley
- F. Head Track and Field Coach – Ben Schober

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-F: It was moved by Mr. Straub and seconded by Dr. Frerichs 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 8:03 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary