

**Minutes  
Committee of the Whole  
February 19, 2019**

The Penn Manor School Board met at 5:30 p.m. for a public Budget and Cost Reduction Ideas workshop. At 6:30 p.m. there was an Executive Session to discuss Legal (Review advice of district solicitor) and Personnel (Leaves, Resignations).

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. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz and Dr. Richard Frerichs were absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Dr. Peggy Anastasio, Mr. Eric Howe, Dr. Melissa Mealy, Mr. Chad Billman, Mr. Matt Schuck, Ms. Morgan Stepanchick, Mr. Max Bushong, Central Manor Elementary Teachers – Kathy Houck and Carol Purzycki, 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, March 4, 2019, in the Board Room of the Manor Middle School at 7:00 p.m.

Suren Clark, Molly Bushong, and Grace Hripto, students from Marticville Middle School, led the flag salute. They were accompanied by Marticville Middle Principal Chris Smith and Avidum teacher advisors Catie Tejada and Danielle Croft. The students talked about their interest in Avidum, the upcoming conference, and showed a video clip.

Mr. Long asked if there were any additions or corrections to the Minutes of the January 29, 2019, Joint Open Campus Board Meeting. Hearing none, on a motion by Mrs. Nafziger, and second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed. Mr. Long asked if there were any additions or corrections to the Minutes of the February 4, 2019, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Sweigart, and second by Mrs. Nafziger, and a unanimous voice vote, the Minutes were approved as printed.

Max Forrey provided 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. Mr. Fullerton gave an update on the IU13 meeting. The first reading of the 2019-2020 budget showed no increase. Mr. Straub provided a report from the Lancaster County CTC meeting. They will be rolling out a summer program, SPARK, aimed at recent graduates who do not have a career plan. Mr. Long reminded the board to complete their superintendent evaluations by Saturday, February 23.

Mr. Schuck and Ms. Stepanchick reviewed the unique format of the Emotional Support program at Hambright Elementary.

Mr. Reisinger reviewed the ERATE Wide Area Network Fiber Project and the proposal from Sherpa Fiber to provide a new district leased-lit fiber network to replace the existing Comcast service. Approval for placement of this item on the March 4, 2019, board agenda was approved on a motion by Mr. Sweigart 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Long and Dr. Leichliter reviewed the Principles of Governance and Leadership policy as developed by PSBA in 2016. Approval for placement of this item on the February 19, 2019, 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, absent; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:07 p.m.

---

Mr. J. Kenneth Long, President

---

Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**February 19, 2019**

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 8:08 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, March 4, 2019, 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. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz and Dr. Richard Frerichs were absent. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Dr. Peggy Anastasio, Mr. Chad Billman, Mr. Max Bushong, Central Manor Elementary Teachers – Kathy Houck and Carol Purzycki, 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 February 4, 2019 meeting. Hearing none, on a motion by Mrs. Nafziger, a second by Mr. Fullerton, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechlitter provided the Superintendent’s report. He announced that PMHS agriculture teacher, Neil Fellenbaum, was named PA Ag Teacher of the Year. Freaky Friday, the spring musical, will be performed at the high school on March 1 and 2 and March 8 and 9.

Mr. Johnston presented for payment the January 2019 bills. It was moved by Mr. Sweigart and seconded by Mr. Straub to approve to authorize payment of bills:

General Fund	\$ 3,779,842.62
Food Service Fund	\$ 56,759.14
PMSD Capital Reserve Fund	\$ 230,166.64
PSDLAF Cap Reserve Fund	\$ 1,084,699.39
Student Activity Fund	\$ 29,245.71

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, absent; 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. Review of Policy 011 - Principles for Governance and Leadership

**MOTION ON THE COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA**

**ITEM 2A:** 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, absent; 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. Student Activity Fund Account - Gay Straight Alliance Club

*Explanation: The administration is recommending approval of the GSA Club student activity fund at the high school. Board approval is needed for the club to raise funds, make deposits and expend funds through the Student Activity Fund.*

- B. Student Activity Fund Account - eSports Club

*Explanation: The administration is recommending approval of the eSports Club student activity fund at the high school. Board approval is needed for the club to raise funds, make deposits and expend funds through the Student Activity Fund.*

- C. Millersville University Internship Agreement with Department of Wellness and Sport Sciences

*Explanation: Students in the Department of Wellness and Sport Sciences will be placed at Penn Manor from Millersville University.*

- D. Tax Exonerations

- E. Villanova University Student Teaching Affiliation Agreement

*Explanation: A student in the Education Department at Villanova has been placed with a Penn Manor High School teacher.*

- F. Change Order - Penn Manor Pre-Engineered Metal Building

*Change Order 2 – Deduct \$2,650.00 General Contractor - Purcell Construction Co.*

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

It was moved by Mr. Straub 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, absent; 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. 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 to the terms listed:  
Professional Employees:  
*Employee H45 - Family Medical - January 22, 2019 – April 15, 2019*
- Classified Employees:  
*Employee H46 - Family Medical - February 15, 2019 – March 15, 2019*  
*Employee H47 - Family Medical - December 5, 2018 – January 29, 2019*  
*Leave of Absence - January 30, 2019 – February 17, 2019*  
*Employee H48 - Leave of Absence - December 26, 2018 – February 10, 2019*
- C. Resignation of the individuals listed per the effective date:  
 Susan Charles, Building Aide, Martic, effective 2/15/19  
 Luciana Lowe, Custodian, High School, effective 2/19/19
- D. Spring 2019 Athletic Coaches
- E. Unified Track Coaches as listed  
 Doug Kramer \$775  
 Jess Cunningham \$775
- F. Addition of a Stipend for the eSports Advisor positions.
- Explanation: The administration is requesting 2 advisors for the eSports team with stipends set at Pay Grade 18 for the 2018-2019 school year. (projected to be \$2,610 per advisor)*
- G. Saturday School/Detention for the 2018-2019 school year at a rate of \$33.00 per hour  
 Kyle Bulicz
- H. Volunteer Cheerleading Coach for the 2018-19 school year  
 Kelly Wood
- I. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2018-19 school year:  
 Emily Ott Garber  
 Jomaris Rivera  
 Jennae Piper
- J. Mentor for the 2018-2019 school year
- Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the Comprehensive Plan.*
- K. Adjustments to Annual Salary for 2018-2019:

Doug Eby	\$1,390
Kimberly Marsh	\$1,290
Dorina Andes	\$1,340

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-K:** It was moved by Mr. Fullerton 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, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:15 p.m.

---

Mr. J. Kenneth Long, President

---

Cindy Rhoades, Board Secretary