

**Minutes
Committee of the Whole
April 15, 2019**

The Penn Manor School Board met at 6:00 p.m. for an Executive Session to discuss Purchase of Real Estate, Student Matter (Review of Item 3B on voting agenda), and Personnel (Review of Item 4B-Leaves on voting agenda.)

The Penn Manor School Board met as a Committee of the Whole at 7:00 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 Leichliter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Letort Elementary Teachers – Mrs. Joyce Wright and Ms. Kyra Garling, Mr. Chip Mathias, Mr. and Mrs. Baron Jones, Mr. Flip Steinour, Mr. Eric Warfel, Mr. Ken Phillips, 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, May 6, 2019, in the Boardroom of the Manor Middle School at 7:00 p.m.

Lanndyn Greiner, Benson Zurn, Bobby Martin, Connor Derr, Graham Williams, Micah Anderson, Aston Grossman, J.D. Wagner, Vikram Gotety, Noah Hess, Jaiden Campbell, and J.J. Leaman, members of Cub Scout Pack 146 from Conestoga Elementary School, led the flag salute. They were accompanied by Conestoga Elementary Principal Mrs. Tamara Baker and Pack Leaders, Adam and Maribeth Zurn.

Mr. Long asked if there were any additions or corrections to the Minutes of the April 1, 2019, Committee of the Whole 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.

Elise Borys 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. Baron Jones was introduced. Mr. Jones is the High School Principal Designee. IU13 handled the position search for the district. Mr. Flip Steinour from IU13 was introduced and thanked for his efforts.

Mr. Ken Phillips from RBC Capital Markets updated the Board on the status of bond financing and the current market situation. The Board gave Mr. Phillips direction to begin the process for termination of the existing interest rate swap.

Mr. Johnston reviewed the 2018-2019 revenue and expense budget results through the first nine months of the fiscal year.

Mr. Johnston provided a preview of the 2019-2020 proposed budget that has been made since the proposed preliminary budget was passed in January. A public budget workshop will be held on Monday, May 20, 2019 prior to the Committee of the Whole meeting.

The Committee of the Whole adjourned at 7:55 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
April 15, 2019

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 7:55 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, May 6, 2019, 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, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Letort Elementary Teachers – Mrs. Joyce Wright and Ms. Kyra Garling, Mr. Chip Mathias, Mr. and Mrs. Baron Jones, Mr. Flip Steinour, Mr. Eric Warfel, 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 April 1, 2019 meeting. Hearing none, on a motion by Mrs. Nafziger, a second by Mr. Sweigart, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent’s report. He reminded the Board that the Unified Track home meet will be on April 17 at 4:00 p.m. Dr. Leichliter announced students from the Lancaster County Career & Technology Center participated in the SkillsUSA Pennsylvania State Conference in April. Penn Manor senior Jordan Slagel placed 2nd in the firefighting competition.

Mr. Johnston presented for payment the March 2019 bills. It was moved by Mr. Paitsel and seconded by Mr. Fullerton to approve to authorize payment of bills:

General Fund	\$ 7,318,723.55
Food Service Fund	\$ 121,840.35
PSDLAF Cap Reserve Fund	\$ 414,277.65
2018 Construction Fund	\$ 416,187.00
Student Activity Fund	\$ 32,637.46

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 Committee of the Whole Meeting – The committee is recommending approval of the following: (ROLL CALL)

- A. Board Resolution Supporting Senate Bill 34 and House Bill 526 as well as resolution supporting statewide cyber charter funding reform.
- B. Market Street Agreement with Mammoth Restoration and Construction.

MOTION ON THE COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA

ITEM 2A-B: 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, 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. Holiday Schedule for 2019-2020 school year
- B. Judicial Review Committee Action
- C. Special Education Legal Consortium Membership at the cost of \$1,042 for the term of July 1, 2019 through June 30, 2020.

Explanation: This is the seventh year we will participate as part of the IU13 cost savings measure. The cost is less than last year's fee.

- D. PSBA All Access Package – Membership in the Pennsylvania School Boards Association, Inc. for the 2019-2020 school year and payment of dues in the amount of \$16,604.57.
- E. True Look Construction Camera - Agreement with True Look to provide an outdoor construction camera for Penn Manor High School in the amount of \$15,450.

Explanation: The True Look camera will be used for security and progress monitoring during the high school construction and renovation project. The system includes live viewing, streaming video, time-lapsing, 24/7 security video, and video archiving.

- F. The Superintendent recommends the purchase of the following textbooks:
 - *Century 21 Accounting* published by Cengage Learning (Gilbertson, Lehman, Gentene), 11th Edition in the amount of \$3700.00

Explanation: The textbooks have been reviewed by the school directors who serve as liaisons to the administration.

- G. Food Service Program Monitoring Consulting Services – SOS Group of Lancaster to provide services for the 2019-2020 and 2020-2021 school years as per the enclosure.
Explanation: Based upon the proposals received, the administration is recommending

continuing the relationship with SOS Group of Lancaster for the coming school year based upon an annual estimate of 2080 hours at a rate of \$41.01 per hour

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

It was moved by Mr. Sweigart and seconded by Mr. Straub 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 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 individual according to the terms listed:
 - Professional:
 - Employee H54 - Family Medical - April 3, 2019 – end of school year 2018-2019*
 - Family Medical - August 21, 2019 – September 16, 2019*
 - [Revised dates from March 18, 2019 Board Meeting]*
 - Classified:
 - Employee H55 - Family Medical - March 11, 2019 – April 23, 2019*
 - Employee H56 - Family Medical - August 21, 2019 – November 12, 2019*
- C. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2018-19 school year:
 - Alicia Miller
- D. High School Principal – The administrative staff is recommending Baron H. Jones be appointed High School Principal at a salary of \$112,331 effective July 1, 2019.
- E. Professional Leaves of the individuals listed, for the 2019-2020 school year, for the purpose of study pending appropriate documentation of courses. They will be taking the required number of credits in accordance with the district Compensated Professional Leave Policy #338.1.

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

The meeting was adjourned at 8:03 p.m.