

**Minutes
Committee of the Whole
August 5, 2019**

The Penn Manor School Board met at 6:20 p.m. for an Executive Session to discuss Personnel (Assistant Superintendent Term of Office Review) and at 6:35 p.m. to discuss Personnel (Leaves, Resignations, Retirements).

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. Jerry Egan, Dr. Philip Gale, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Gertenbach, LNP correspondent, 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, August 19, 2019, 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 July 15, 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.

Mr. Long asked for any Citizen's Comments. Ms. Pat LaPorte of Sutherland Road, Lancaster expressed her concerns regarding students' cafeteria debt.

Board reports were given. Mr. Straub reported that Lancaster County Magazine highlighted the LCCTC in a recent edition. Mrs. Nafziger reminded board members of the PMEF annual dinner in September. Dr. Frerichs thanked the board for their support on the platform item for PSBA. PSBA will not be adding it to their issues in October. Dr. Gale discussed ideas for more interaction with the high school student council reps at board meetings. The RTK Resolution will be put on hold.

Dr. Egan and Dr. Gale shared information regarding the agreement with Children Deserve a Chance Foundation for the 2019-2020 and highlighted some new proposed programming. Approval for placement of this item on the August 19, 2019, board agenda was approved on a motion by Mr. Fullerton 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, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Gale presented a proposed ESL Pilot Program. Approval for placement of this item on the August 19, 2019, board agenda was approved on a motion by Dr. Frerichs 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.

Mr. Long asked for interested board directors to serve as delegates at the upcoming October Pennsylvania School Boards Association delegate assembly in Hershey, PA. Approval for placement of this item on the August 19, 2019, 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.

The Leadership Team provided a summary of summer projects and upcoming events for the start of school.

Mr. Long led a discussion of the Board relating to the definition of student achievement.

The Committee of the Whole adjourned at 8:49 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
August 5, 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 8:50 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, August 19, 2019, 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. Jerry Egan, Dr. Philip Gale, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Gertenbach, LNP correspondent, 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 July 19, 2019 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mrs. Nafziger and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report.

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. School District Physician – Timothy Weaver, M.D. of Penn State Medical Group – Manor, as the School District's Physician for the 2019-2020 school year at the rate of \$5,000

Explanation: Dr. Weaver has agreed to continue his service.

- B. Student Assistance Program Contract with Pennsylvania Counseling Services for the 2019-2020 school year.

- C. Lancaster General Hospital Drug Screening Contract for the 2019-2020 school year

Explanation: Pricing and terms are the same as the previous contract.

- D. Cooperative Athletic Agreement with The Stone School of Lancaster

Explanation: Approval of a cooperative agreement for athletics to be submitted to the PIAA with the Stone School of Lancaster for participation on boys' soccer.

E. Change Orders - Penn Manor High School Project

General Contractor - Lobar, Inc

Change Order 1

PCO #5 - Compaction grouting overage #1 - \$379,512.99

Change Order 2

PCO #9 - Compaction grouting overage #2 - \$304,568.12

Change Order 3

PCO #17 - Compaction grouting overage #3 - \$347,126.19

Change Order 4 - \$84,868.20

PCO #15 - Rock Removal #1 - \$51,479.40

PCO #18 - Rock Removal #2 - \$33,388.80

Change Order 5 - \$97,571.03

PCO #1 - Armstrong Flooring Donation - (\$75,000.00)

PCO #2 - Staging area unsuitable soils at Co-Lo area - \$23,023.44

PCO #3 - ADA stoop replacement per RFI #22 - \$4,243.98

PCO #6R1 -Temp admin area finishes per RFP - \$82,981.30

PCO #8 - ADA ramp and added hardware at metal bldg. per Owner - \$8,061.62

PCO #10 - Water line work due to existing conditions unknown until excavation for tie-in - \$17,508.18

PCO #11- Excavation for investigation into COR #12-footer at band room- \$1,773.05

PCO #12 - Cut existing footer at band room for new work - \$10,505.25

PCO #13 - Change MDF P104 ceiling to gyp for dry agent - \$5,003.40

PCO #14 - Extend walls at windows in temp admin - \$4,534.61

PCO #16 - Reverse doors swings at P136 & P1377 - \$1,578.80

PCO #19 - Added ACT grid in temp admin - \$13,357.40

Plumbing Contractor - J.R.Reynolds, Inc

Change Order 1 - \$65,645.00

PCO #1 - Provide nurse's area shower full assembly - \$3,367.00

PCO #2 - Relocate gas service/meter after bid per UGI - \$56,971.00

PCO #3 - Provide temp line for propane to tech center generator - \$5,307.00

HVAC Contractor - Myco Mechanical, Inc.

Change Order 1

PCO #2 - MDF roof work due to phasing - \$3,780.00

Electric Contractor - Boro Electric, Inc.

Change Order 1 - \$9,213.49

PCO #1 - Added light work at pre-engineered metal building ASI #8 - \$6,466.70

PCO #2 - Relocate outlets in temp admin for door change by Owner - \$2,746.79

- F. Tax Exonerations
- G. WeVideo for Schools Annual Subscription, 100 user license

Explanation: A one year subscription for online video editing software at a cost of \$859.00.
- H. Memorandum of Understanding with Penn Manor Education Association related to Alternative Education
- I. Memorandum of Understanding with Penn Manor Education Association related to Substitute Coverage

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

It was moved by Mrs. Nafziger 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 3. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Professional Staff and Support Staff Employment and Change in Status of the individuals listed per the effective date for the 2019-2020 school year
- B. Resignation of the individuals listed per the effective date:
Kelly DiCamillo - Playground/Ready to Learn, Level 1 Aide, Pequea, effective 6/5/19
Angela Amberik - Library Aide, Pequea, effective 6/5/19
Mark Lewis - Custodian, Letort, effective 7/18/19
Sally K. Wagner – effective August 18, 2019 (revised date)
Pamela S. Noll – effective August 18, 2019 (revised date)
- C. Retirement of the individual listed per the effective date:
Stephanie Dell'Estate - Ready to Learn, Level 2 Aide, Conestoga, effective 6/5/19
- D. Leave to the individuals according to the terms listed:
Classified:
Employee J7 - Family Medical - July 2, 2019 – August 13, 2019
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2019-20 school year:
Lydia Greaser
- F. Summer Curriculum Writing - The administrative staff is recommending the approval of the following individuals to be paid at the professional rate for summer curriculum writing:
Math – Ben Pongracz, Kim Frey, Christopher Feger
French – Maureen Klingaman, Angelika Koerner
Computer Science – Kristina Fulton, Molly Miller

Tech Ed – Barry Groff
 Elementary - Joyce Wright, Caitlin Tran, Melanie Allen

G. Mentors for the 2019-2020 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.

H. 2019-2020 Fall Coaching Positions

Explanation: The attachment shows the coaches and positions by sport for the 2019-2020 fall season. The breakdown with the individual salaries was compiled by the Athletic Department in conjunction with the team coaches.

I. Seasonal Weight Room coverage provided by Tim Hite at the rates cited below for the 2019-2020 school year.

88 scheduled summer weight room hours at \$26.90 per hour
 114 scheduled fall weight room hours at \$26.90 per hour
 120 scheduled winter weight room hours at \$26.90 per hour
 134 scheduled spring weight room hours at \$26.90 per hour

J. Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2019-2020 school year at the rate cited below. Coverage will be provided by Tim Hite.

Up to 100 weight room athletic team training hours at \$26.90 per hour

K. Speed Training Hours to provide up to 30 hours of speed training for the 2019-2020 school year at the rate cited below. Coverage provided by Tim Hite.

Up to 30 speed training hours at \$26.90 per hour

L. Saturday School/Detention for the 2019-2020 school year at a rate of \$34.00 per hour

| | |
|----------------------|------------------|
| Tony Carrodo | Brian Osmolinski |
| Doug Kramer | Jim McGlynn |
| Jen Kroesen | Dave Ohl |
| Heather Paquette | Edward Paquette |
| Patrick Eichelberger | Steve Weidner |
| Kyle Bulicz | |

M. RESET School Instructors for the 2019-2020 school year at a rate of \$34.00 per hour and their hourly rate as per the MOU of August, 2019.

| | |
|--------------|----------------|
| Rhoda Snyder | Jen Kroesen |
| Doug Kramer | Drew Tarkanick |

| | |
|-------------------|---------------|
| Heather Paquette | Wendy Letavic |
| Karen Hallett | Curt Elledge |
| Kyle Bulicz | Lindsay Feger |
| Elizabeth Sheerer | Sarah Stover |
| Edward Paquette | |

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-M: 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, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:54 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary