

**Minutes
Committee of the Whole
October 7, 2019**

The Penn Manor School Board met at 5:30 p.m. for an Executive Session to discuss Labor Negotiations, Legal (Special Education Agreement), Student Matter (Judicial Review) and Personnel (Leaves).

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: 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. Dr. Richard Frerichs was absent. 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. Travis Masten, Ms. Rae Newhouse, Mr. Brian Wallace, Ms. Emily Gertenbach, LNP correspondent, Neumann University students – Cara Haines and Melissa Boas, 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, October 21, 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 September 16, 2019, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Nafziger and seconded 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.

Board reports were given. Mr. Straub reported on the LCCTC meeting held on September 26. Mr. Fullerton reported that he took part in the Special Education Funding Commission held earlier today at Manheim Township. Ms. Wert announced that the Lancaster County Academy hired a new director, Dr. Ryan McFadden.

Dr. Leichliter reported that Dr. Egan's five-year contract as Assistant Superintendent for Elementary expires on June 30, 2020. Dr. Leichliter is recommending that the board renew Dr. Egan's commission for another five years and agree to a new contract as reviewed by the school district solicitor. Approval for placement of this item on the October 7, 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, absent; 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 shared the Act 1 Base Index and Adjusted Index for the 2020-2021 fiscal year.

Dr. Gale provided an update on the recent school drills and items related to Act 44 including the school safety grants. Approval for placement of this item on the October 21, 2019, board

agenda was approved on a motion by Mr. Straub and seconded by Mrs. Nafziger. 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, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Egan shared recommendations for changing the layout of the Central Manor library to better accommodate library instruction.

The Committee of the Whole adjourned at 7:53 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
October 7, 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 7:54 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, October 21, 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. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Richard Frerichs was absent. 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. Travis Masten, Ms. Rae Newhouse, Mr. Brian Wallace, Ms. Emily Gertenbach, LNP correspondent, Neumann University students – Cara Haines and Melissa Boas, 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 September 16, 2019 meeting. Hearing none, on a motion by Mr. Sweigart, a second by Mr. Fullerton and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent’s report. He reported Letort Elementary was notified that it had been chosen as National Blue Ribbon School by the U.S. Department of Education. Dr. Leichliter shared a letter from Four Diamonds recognizing the high school for raising \$45,655.51 last year. Fifteen high school students qualified for County Chorus this year. He reminded the board that homecoming will be held on October 18.

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

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

- A. Renewal of Dr. Gerard A. Egan as Assistant Superintendent for Elementary Education for a five year term effective July 1, 2020 to June 30, 2025.

Explanation: Dr. Egan has served as Assistant Superintendent for Elementary Education since July 1, 2015. Dr. Leichliter is recommending the renewal of his state commission for a new five-year term.

- B. Approval of Employment Contract for Dr. Gerard A. Egan for the period of July 1, 2020 to June 30, 2025.

MOTION ON THE COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA
ITEM 2A-B: 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, absent; 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. Judicial Review

- B. School Counseling Advisory Board
 - Lynette Thomas - CTC
 - Stephen Fafel - Parent
 - Melissa Boas – Lancaster Bible College
 - Jason Baker – Millersville University
 - Jen Hynes - TeamCare
 - Nicole Julian - Parent
 - Lauren Jones - Parent
 - Elizabeth Thyrum – HS Parent/Mental Health Professional
 - Dave Patterson – Local Industry/MABA
 - Jeff Beck - Industry
 - Sandi Thompson - Lancaster Chamber of Commerce
 - Jacob Marino -Youth Pastor/Community Member
 - Kevin McGuire – Warfel Construction
 - Jason Hottenstein – SRO
 - Megan Danacause – Thaddeus Stevens
 - Katie Charlies – Millersville University
 - Chala Thomas – HACC
 - Alisha Gerhart – Elementary Teacher
 - Courtney Heiser – Middle School Teacher
 - Deb Meckley – The Loft
 - Kim Moore – Samaritan Counseling Center
 - Kate Mardis – Parent
 - Jan Mindish - PMEF
 - Cathy Rychalsky –WIB
 - Jerry Egan - Administrator
 - Phil Gale –Administrator
 - Jen Kroesen - Teacher
 - Maria Vita - Teacher
 - Nickole Nafziger – Penn Manor School Director
 - All Penn Manor K-12 school counselors

Explanation: This committee is required by the Department of Education as part of the Chapter 339 plan approved by the School Board.

- C. Agreement from Sapphire Software for MTSS Consultation

Explanation: Agreement for Sapphire Software webinar course 2200: MTSS - Functional Consultation. This session will train special services staff on the setup and configuration

of a Multi-Tiered System of Supports Program within the Sapphire student management system.

- D. Proposal from Sangrey Concrete for Paving and Water Garden at Martic Elementary

Explanation: The proposal calls for the installation of 10 additional parking spaces and a small water garden required for stormwater discharge.

- E. Proposal from Corl Communications for fiber cable relocation at Penn Manor High School

Explanation: The proposal calls for the second part of the relocation of the fiber connection to Millersville University. Corl will move and terminate fiber optic cables in the newly completed high school data center.

- F. Elementary Mowing Services – with Tucquan Property Services LLC to provide mowing and String Trimming at six elementary schools per the attached proposal

Explanation: The proposal covers mowing and string trimming at all elementary schools except Hambright for the 2020 calendar year. The district currently covers mowing at Comet Field, the High School, Marticville Middle School and the Manor Middle School/Hambright campus.

- G. Change Order - Penn Manor High School Renovation Project
General Contractor - Lobar, Inc

Change Order 6 - Add \$401,743.52

Compaction Grouting Overage #4 - Add \$213,647.71

Compaction Grouting Overage #5 - Add \$188,095.81

- H. Change Order - for a no cost extension of time for Substantial Completion dates for Phase 1 areas of the Penn Manor High School Renovation Project as listed:

B Lower	July 17, 2020
B Main	July 31, 2020
B Upper	August 14, 2020
D Lower	August 26, 2020
D Classrooms	August 26, 2020
D Auditorium	October 1, 2020

Change Order 7 - Lobar, Inc.

Change Order 2 - Myco Mechanical, Inc..

Change Order 1 - Pagoda Electrical Inc.

Change Order 2 - Boro Developers, Inc.

Change Order 1 - S.A.Comunale Co., Inc.

Change Order 2 - Jay R Reynolds, Inc.

Explanation: Schedule delays from unanticipated pressure grouting and rock removal require a revision in the contracted substantial completion dates. This is a no cost change order.

- I. Contract with Franklin & Marshall College for the 2020 Penn Manor High School Commencement

Explanation: Commencement will be held at F&M for the ninth consecutive year. Total costs will again be shared with Hempfield School District who will be holding their commencement in the week following Penn Manor's graduation.

- J. Special Education Agreement with Family

- K. Wellspan Philhaven's Lancaster Child & Adolescent Day Treatment Program Agreement

Explanation: To provide services for students during the 2019-2020 and 2020-2021 school year.

- L. Donation of Walking Path Bench

Explanation: Donation has been received for a bench to be installed along the walking path on the Manor Middle School/Hambright Elementary School campus.

- M Tax Exoneration

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

It was moved by Mr. Sweigart 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, 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. Professional Staff and Support Staff Employment and Change in Status of the individuals listed the effective date for the 2019-2020 school year

- B. Leave to the individuals according to the terms listed:

Professional Employees:

Employee J12 - Military Leave - September 30, 2019 – December 17, 2019

Employee J13 - Family Medical - September 16, 2019 – November 3, 2019

Classified Employees:

Employee J14 - Family Medical - October 1, 2019 – November 12, 2019

Employee J15- Family Medical - October 22, 2019 – January 13, 2020

Employee J16 - Family Medical - September 3, 2019 – October 23, 2019

Employee J17- Leave of Absence - September 3, 2019 – October 1, 2019

- C. Stipend of \$1,000 to Dr. Jerry Egan for assistant superintendent mentor work during the 2019-2020 school year

- D. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2019-20 school year:
 - Michael Aboulhoda
 - Kaylee Barrick
 - Alyssa Stock
 - Rachel Ansel
 - Sean Weeks
 - Carla Distasio

- E. 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:

Counseling - Shannon Madara, Melissa Ostrowski, Danielle Rogers

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, absent; 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