

**Minutes
Committee of the Whole
June 17, 2019**

The Penn Manor School Board met at 6:00 p.m. for an Executive Session to discuss State-mandated Annual Safe Schools report and Personnel (Leaves and Resignations).

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, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mrs. Nickole Nafziger was absent. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Stephen Kramer, Mr. Jeff Roth, Mr. Ken Phillips from RBC Capital Markets, Mr. Dave Keefer and his son, Roman, 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, July 15, 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 June 3, 2019, Committee of the Whole Meeting. Hearing none, on a motion by Dr. Frerichs, and second by Mr. Fullerton and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked for any Citizen's Comments. Roman Keefer, 720 Landmark Circle, Lancaster, introduced himself as a member of Boy Scout Troop 30. He is working on a Communications badge. Roman is a rising freshman.

Board reports were given. Ms. Wert reported that the Lancaster County Academy held their graduation on June 15 and one of the two speakers was a Penn Manor student. She also reported that LCA has started moving into their new accommodations at HACC. Mr. Long gave a summary of the June 12 board planning retreat. Dr. Frerichs discussed the PASA-PSBA School Leadership Conference in October 2019.

Dr. Frerichs requested the board's support for a proposal to PSBA's Legislative Platform to be submitted by June 28, 2019. Approval for placement of this item on the June 17, 2019, board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Ken Phillips from RBC Capital Markets reviewed the positive results regarding the most recent bond issue for the completion of the financing for the high school project.

Dr. Gale and Mr. Kramer presented the annual summer review of the athletic program highlights as well as data related to the Athletic Measures of Success.

Dr. Leichliter and Mr. Johnston reviewed the results for the recent lead testing in all ten school buildings. All schools tested under the recommended levels.

Mr. Johnston reviewed the annual slots distribution for Penn Manor School District from the Commonwealth of Pennsylvania. Approval for placement of this item on the June 17, 2019, board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston presented the 2019-2020 proposed final budget. Approval for placement of this item on the June 17, 2019, board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the recommended allocation for the committed fund balance for the school district. Approval for placement of this item on the June 17, 2019, board agenda was approved on a motion by Ms. Wert and seconded by Mr. Fullerton. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Long, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:05 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
June 17, 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 8:08 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, August 5, 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: Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Richard Frerichs and Mr. David Paitsel were absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Baron Jones, Mr. Jason Fellenbaum, Mr. Dave Shipley, 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 June 15, 2019 meeting. Hearing none, on a motion by Mr. Fullerton, a second by Mr. Sweigart and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He welcomed Dr. Gale to his first board meeting as Assistant Superintendent. Dr. Leichliter discussed the ATTOLLO program and possible expansion.

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

General Fund	\$ 12,040,255.55
Food Service Fund	\$ 94,638.99
PMSD Capital Reserve Fund	\$ 12,384.00
PSDLAF Cap Reserve Fund	\$ 114,368.10
2018 Construction Fund	\$ 1,592,109.44
Student Activity Fund	\$ 22,384.93

The following call vote was taken on this motion. Richard Frerichs, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, absent; 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 Goals for the Superintendent for 2019-2020
- B. Comet Co-Curricular Committee Grant Awards for 2019-2020

MOTION ON THE COMMITTEE OF THE WHOLE ACTION CONSENT AGENDA

ITEM 2A-B: 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, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, absent; 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. New Story Tuition Agreement for the 2019-2020 school year

Explanation: To provide services for students during the 2019-2020 school year at a daily rate of \$260 for one student, \$299 for three students, and \$375 for three students.

- B. Special Education Agreements with family

- C. Approval for the Richard L. Hibshman Driving School to administer behind the wheel driver training instruction to students in the Penn Manor School District.

Explanation: The Pennsylvania Department of Transportation requires that private driving schools have an agreement with local school districts in order to offer the behind the wheel exam. There is no cost to the district for this program. Penn Manor provides the classroom portion for driver safety education in the 10th grade physical education classroom. Parents who wish to complete the driver education program with behind the wheel instruction must seek out and pay a private driving school for this portion of the driver certification program.

- D. Transportation Contract for Western PA School for the Deaf

Explanation: One child will need transportation to the Western PA School for the Deaf for the 2019-2020 school year.

- E. CAIU Agreement for School-Age Special Education Services

Explanation: This is a one year term beginning July 1, 2019 to June 30, 2020 at a cost of \$1,413.00.

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

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, absent; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, absent; 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 per the effective date for the 2019-2020 school year
- B. Leave to the individuals according to the terms listed:
Professional
Employee J4 - Family Medical - August 21, 2019 – November 12, 2019
 Child Rearing - November 13, 2019 – January 12, 2020
Employee J5 - Family Medical - August 21, 2019 – October 15, 2019
[If cleared for in-service days]
Classified
Employee J6 - Family Medical - July 29, 2019 – September 6, 2019 **[Revised]**
- C. Board Secretary Services – The administrative staff is recommending approval for Cindy Rhoades to receive \$3,515 for her services as Board Secretary for the 2019-2020 school year.
- D. Resignation of the individuals listed per the effective date:
 Emily Rubright Lehman, Athletic Secretary, High School, effective 6/18/19
 Abigail Groff, Classified Building Sub, effective 6/25/19
 Sally Wagner, Emotional Support Teacher, High School, effective 8/11/19
- E. Band Positions for the 2019-2020 school year
 Director - Andrew Johnson - \$6,192.00
 Assistant Director - Demetrius Archer - \$2,464.00
 Brass Instructor - Joshua Rowley - 1,135.00
 Woodwind Instructor - TBA
 Percussion Director - Jabin Baxter - \$2,264.00
 Percussion - Battery Instructor - Wesley Maloney - \$935.00
 Percussion Instructor - Rich Klimowicz - \$722.00
 Colorguard Director - Clarissa Baxter - \$2,264.00

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

The meeting was adjourned at 8:16 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary