

**Minutes
Committee of the Whole
November 18, 2019**

The Penn Manor School Board met at 6:35 p.m. for an Executive Session to discuss Personnel (Leaves, Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:06 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 Leichliter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Ms. Deb Goodhart, Mrs. Heidi Long, Ms. Ally Mattern, Ms. Kathy Grenier, Mr. Baron Jones, Dr. Jen Sugra, Mr. Eric Howe, Dr. Melissa Mealy, Mrs. Diana Entrekin, Dr. Jason D'Amico, Mr. Brian Wallace, Ms. Elaine Jones, LNP correspondent, and Mrs. 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 Tuesday, December 3, 2019, in the boardroom of the Manor Middle School at the conclusion of the Board Reorganization Meeting at 7:00 p.m.

Mr. Long asked if there were any additions or corrections to the Minutes of the November 4, 2019, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Fullerton and seconded by Dr. Frerichs and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked for any Citizen's Comments. There were none.

The board development opportunities were reviewed. The community representative for the LCCTC Joint Authority will need to be appointed in December. It was agreed to ask Mr. Joe DeLuca if he wishes to continue representing the district. Dr. Frerichs asked if the board would like him to pursue the ROTC for the high school. The board instructed him to continue to work on this.

The board recognized outgoing School Board President J. Kenneth Long. Mr. Long is completing twelve years of service on the Penn Manor Board of School Directors and did not seek re-election. He served as board president for seven years. Mr. Long was presented with a board resolution and a plaque by Board Vice President Herk Rintz.

Mr. Reisinger and Mrs. Entrekin reviewed district information services and PIMS reporting with the board. Dr. Egan and Dr. Gale provided an overview of current student enrollment data.

Dr. Egan, Dr. Gale, Mr. Howe, Dr. Mealy and Dr. Sugra reviewed the 2018-2019 PSSA and Keystone Assessment results.

Mr. Jones and Dr. D'Amico updated the board on the annual course selection process and proposed three new courses offerings – two computer science courses and one music technology course – for 2020-2021. Approval for placement of this item on the December 3, 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, 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 discussed the planned cycle for requesting proposals for contracted services.

Dr. Leichter gave an update on board's request to explore expanding the TeenHope screenings to the middle school. The Samaritan Center will add this service for the 2020-2021 school year and a MOU for expansion of this program to include 7th grade students was presented for approval. A donation from the community for \$10,000 will help to offset the cost of this expansion. Approval for placement of this item on the December 3, 2019, board agenda was approved on a motion by Mr. Fullerton 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. Long and Dr. Leichter provided a summary of procedures for the upcoming board reorganization meeting.

Mr. Straub and Dr. Leichter provided a summary of financial discussions taking place by the Joint Operating Committee and Professional Advisory Committee of the Lancaster County Career and Technology Center.

The Committee of the Whole adjourned at 8:47 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
November 18, 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 8:47 p.m.

Mr. Long announced that the next scheduled meeting will be held on Tuesday, December 3, 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, 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 Leichliter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Ms. Deb Goodhart, Mrs. Heidi Long, Mr. Brian Wallace, and Mrs. 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 November 4, 2019 meeting. Hearing none, on a motion by Dr. Frerichs a second by Mr. Sweigart, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. He reported on the National Blue Ribbon Ceremony that he, Mrs. McPherson and Mrs. Suydam attended near Washington D.C. to receive the Blue Ribbon award for Letort Elementary. He reminded the board that the fall play will be presented this weekend with the senior citizen dinner on Thursday evening. Dr. Leichliter reported that the ReSET program received a clean audit and that the eSports team (blue and gold) made the playoffs.

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

General Fund	\$ 4,671,826.13
Food Service Fund	\$ 150,558.11
PMSD Capital Reserve Fund	\$ 133,023.05
PSDLAF Capital Reserve	\$ 127,008.40
2018 Construction Fund	\$ 2,922,980.03
Student Activity Fund	\$ 7,500.70

The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, absent; 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 Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Election of Solicitor and Bond Counsel – Kegel Kelin Almy & Lord LLP – The law firm of Kegel Kelin Almy & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2020.
- B. Election of Special Counsel for Special Education – McNees Wallace & Nurick LLC – The law firm of McNees Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2020. Services will be limited to special education matters.
- C. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2020. Services will be limited to labor matters.
- D. Election of Special Counsel for Workers' Compensation – The law firm of Devine Law Services be appointed as special counsel for the school district for the calendar year 2020. Services will be limited to Workers Compensation.

Explanation: Devine Law Services is the appointed counsel for the LLPSIP Workers Compensation Pool.

- E. Transportation Contracts for the 2019-2020 school year:
 Eschbach Bus Service (180 Days) - \$2,591,054.45
 Shultz Transportation (180 Days) – \$970,004.95

Explanation: The current transportation contracts runs through June, 2020 for Eschbach Bus Service and June, 2025 for Shultz Transportation. The contract figures for the fifth year have been calculated based upon updated routing and student information.

- F. Proposal by The Breneman Company of \$5,200 for asphalt repair and crack filling at Letort Elementary School

Explanation: Proposal includes cleaning and prepping areas at the east entrance and areas at three catch basins for installations of hot mix asphalt. Also included is installation of hot rubberized crack filler.

- G. Student Activity Club - Civitas

Explanation: Civitas Lancaster is the successor organization to the Sertoma Club of Lancaster. The student activity organization at our secondary schools previously associated with Sertoma (Serteen) will now be associated with Civitas.

H. Disposal and Recycle of Technology Assets and E-Waste

Explanation: Approval to dispose of obsolete and non-functional technology items on the attached list by Sycamore International. The company provides certified recycling and disposal at no cost to the district.

I. PlanCon Part H, Project Financing - Penn Manor High School Project – submission to the Pennsylvania Department of Education for project number 3904.

Explanation: Part H, Project Financing, addresses the financing used for a project. Upon approval, a temporary reimbursement % is usually assigned.

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

It was moved by Ms. Wert 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, absent; 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. 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 individual according to the terms listed:

Professional:

Employee J24 - Family Medical-September 27, 2019 – November 1, 2019

Employee J25 - Family Medical - October 28, 2019 – December 5, 2019

Employee J26 – Family Medical - February 3, 2020 – April 12, 2020

Employee J27 – Family Medical - April 14, 2020 – end of the 2019-2020 school yr.

Employee J28 – Family Medical - March 11, 2020 – May 18, 2020

Classified:

Employee J29 – Family Medical - December 3, 2019 – January 14, 2020

Employee J29 - Intermittent Family Medical – Dec. 17, 2019 – Dec. 16, 2020

C. Resignation of the individual listed per the effective date:

Marie Fisher, Playground/Building Aide, Central Manor, effective 10/31/19

D. Athletic Worker for 2019-2020

Kim Garvey

Elizabeth Kelly

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-D: 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, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, absent; 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