

**MINUTES**  
**Committee of the Whole**  
**April 20, 2020**

The Penn Manor School Board met online via Zoom for an Executive Session at 5:30 p.m. to discuss Personnel (Evaluation of the Superintendent, Leaves, Retirement) and School Safety. The Budget Workshop was presented to the public beginning at 6:30 p.m. via Zoom.

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. via Zoom. The meeting was called to order by Board President Mr. Carlton Rintz. The following directors were present: Dr. Richard Frerichs Mr. Joseph Fullerton, Mr. Wardell Jackson, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Long, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary. Thirty community members were logged into Zoom for the meeting.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, May 4, 2020 at 7:00 p.m. The meeting format will be the same.

Mr. Rintz asked for any Citizens' Comments. Mrs. Rhoades read two emails she received from district residents. One was from Frances Denlinger, 214 Pittsburg Valley Road, Conestoga who expressed that she is unhappy with the communication regarding cancellation of the prom and commencement activities. The second email was from Mr. & Mrs. John Leed, 408 Greenhedge Road, Lancaster. They thanked the district for the virtual education efforts and suggested that the district seek feedback from parents and students to help improve the virtual education format.

Mr. Johnston reviewed the memorandum of understanding between the school district and the Penn Manor Education Association pertaining to the addition of services with Teladoc. This added benefit will give eligible employees convenient access to medical care. Approval for placement of this item on the April 20, 2020, board agenda was approved on a motion by Dr. Frerichs and seconded by Mrs. Nafziger. The following voice vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the memorandums of understanding between the school district and the transportation contractors as provided for in Act 13. Approval for placement of this item on the April 20, 2020, board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Straub. The following voice vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the 2019-2020 budget, both revenues and expenses, through the first nine months of the fiscal year.

Mr. Johnston provided a preview of the 2020-2021 proposed budget in advance of the May 4, 2020 meeting.

The Committee of the Whole adjourned at 7:32 p.m.

---

Mr. Carlton L. Rintz, President

---

Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**April 20, 2020**

The regular meeting of the Board of Directors of the Penn Manor School District was held online via Zoom on the above date. The meeting was called to order by Board President Mr. Carlton Rintz at 7:33 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, May 4, 2020, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs Mr. Joseph Fullerton, Mr. Wardell Jackson, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Long, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary. Thirty community members were logged into Zoom for the meeting.

Mr. Rintz asked if there were any Citizens' Comments. There are none at this time, but citizens may send their comments to the board secretary until the end of the meeting.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the March 30, 2020 meeting. Hearing none, it was moved by Dr. Frerichs and a seconded by Mr. Straub to approve the minutes as printed. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. He gave an update on the Continuity of Learning Plan submitted to the PA Department of Education on April 13, 2020 and thanked the teachers, administrators and tech department for all of their hard work. All students in grades 4-12 have a district laptop. Dr. Egan shared that the district has approximately 100 K-3 students who do not have access to an electronic device and there are also students without internet capability. Dr. Leichliter updated the board on the status of the High School construction project. Construction is progressing but a slower pace as contractors practice safe social distancing. He and Dr. Gale gave an update on status of senior activities for the Class of 2020. Additional information will be shared out with the senior class and community as soon as it is available.

Mr. Johnston presented for payment the March 2020 bills. It was moved by Dr. Frerichs and seconded by Mrs. Nafziger to approve to authorize payment of bills:

General Fund	\$ 9,825,920.75
Food Service Fund	\$ 143,878.97
PMSD Capital Reserve Fund	\$ 29,232.80
PSDLAF Capital Reserve	\$ 72,188.74

2018 Construction Fund	\$ 1,753,993.02
Student Activity Fund	\$ 5,455.24

The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, 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. Rintz

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

- A. MOU for Teledoc Services
- B. MOU for 2019-2020 Transportation Services – Shultz Transportation
- C. MOU for 2019-2020 Transportation Services – Eschbach Bus Service

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A-C:**

It was moved by Mr. Sweigart and seconded by Mr. Sraub to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, 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 2020-2021 school year
- B. Special Education Legal Consortium Membership at the cost of \$1,087 for the term of July 1, 2020 through June 30, 2021.

*Explanation: This is the eighth year we will participate as part of the IU13 cost savings measure.*

- C. PSBA All Access Package - Membership in the Pennsylvania School Boards Association, the 2020-2021 school year and payment of dues in the amount of \$16,604.57.
- D. Approval to allow the Lancaster County Treasurer to petition the Court to postpone the 2020 Upset Tax Sale.

*Explanation: Due to the COVID-19 crisis, the Lancaster County Treasurer's Office has proposed postponing the scheduled upset tax sales for one year.*

- E. E-Rate Purchase agreement with CDW Government LLC for Eaton UPS equipment in the amount of \$40,115.16.

*Explanation: The Eaton UPS equipment will be installed in school data closets to provide backup power protection for network equipment. All equipment is eligible for a 60% discount as part of the FCC E-Rate program.*

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

It was moved by Ms. Wert and seconded by Mrs. Nafziger to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, 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 2019-2020 school year.
- B. Leave to the individual according to the terms listed:
  - Professional:**  
*Employee J59 - Family Medical - March 5, 2020 – April 9, 2020*
  - Classified:**  
*Employee J60 - Emergency Sick/Emergency Family Medical (Families First Corona Response Act - FFCRA) –April 3, 2020 – May 28, 2020*
  - Employee J61 - Emergency Sick/Emergency Family Medical (Families First Corona Response Act - FFCRA) - April 3, 2020 – May 28, 2020*
  - Employee J62 - Emergency Sick/Emergency Family Medical (Families First Corona Response Act - FFCRA) - April 3, 2020 – May 28, 2020*
  - Employee J63 - Emergency Sick/Emergency Family Medical (Families First Corona Response Act - FFCRA) - April 14, 2020 – May 28, 2020*
  - Employee J64 - Emergency Sick/Emergency Family Medical (Families First Corona Response Act - FFCRA) - April 14, 2020 – May 28, 2020*
- C. Professional Leaves of the individuals listed, for the 2020-2021 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.
- D. Retirement of the individuals listed per the effective date:
  - Jodie Henderson, Learning Support Teacher, HS, end of the 19-20 school year as per the agreement.

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D:**

It was moved by Mr. Straub and seconded by Ms. Wert to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Mr. Rintz asked if any additional citizen comments has been received. Mrs. Rhoades read a comment from Connie Jackson, 348 W. Charlotte Street, Millersville, a teacher in the district. She thanked the tech team for all of their support to teachers. Jennifer Umberhocker, 3125 Norcross Road, Lancaster asked about having the district collecting devices/computers for those who do not have one. Jason Fellenbaum, 1026 Keystone Drive, Lancaster shared that he liked the format of the board meetings and would like it to continue even when meetings can once again be held in person.

The meeting was adjourned at 8:07 p.m.

---

Mr. Carlton L. Rintz, President

---

Cindy Rhoades, Board Secretary