

MINUTES
Committee of the Whole
January 21, 2020

The Penn Manor School Board met at 5:00 p.m. for a public workshop – Future-Ready Graduate. At 5:40 p.m. the Board met for an Executive Session to discuss Labor Negotiations, Personnel (Leaves, Resignation, and Retirement) and a Student Matter.

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. Carlton Rintz. The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Wardell Jackson, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Chip Mathias, Mrs. Judy Duke, Mrs. Lindsay Scarlett, Dr. Peggy Anastasio, Mrs. Laura Stephan, Mr. Brian Wallace, Mr. Ian Bourne, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, February 3, 2020, in the boardroom of the Manor Middle School at 7:00 p.m.

Martic Elementary students, Michael Youssef, Jaime Davis, Wyatt Prouse, Grace Garrett, Rayann Hunnell, Kaylie Eshbach, Lotus Rain, Lily Howry, Viviana Arnold and Tadan Greenwalt, used Sign Language to lead the flag salute. They were accompanied by Martic Principal, Dr. Jen Sugra, and Deaf and Hard of Hearing teacher, Ms. Nancy Marshall.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the January 6, 2020, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and seconded by Dr. Frerichs and a unanimous voice vote, the Minutes were approved as printed.

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

The board development opportunities were reviewed. Mr. Fullerton sent an email update on the last IU13 board meeting.

Dr. Leichliter thanked the board for their hard work and dedication to the district by serving as a Penn Manor School Board Director. For School Director Recognition Month, board directors were given a book that was chosen in their honor. The books will be placed in the middle school libraries.

Dr. Kreider and Dr. Anastasio provided a presentation regarding current division of duties between the Director of Student Support Services and the Assistant Director of Student Support Services.

Mrs. Scarlett provided background information on the districts' Delinquent Real Estate Tax Collections. Approval for placement of this item on the January 21, 2020, board agenda was approved on a motion by Mr. Jackson and seconded by Ms. Wert. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mrs. Duke presented information on the district's tax rebate program highlighting the effect of raising the earnings threshold for 2019-2020. The earnings threshold will stay the same for 2020-2021. Approval for placement of this item on the February 3, 2020, 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. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the proposed Capital Projects plan for 2020-2021. Approval for placement of this item on the February 3, 2020 board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Sweigart. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the proposed change in the real estate collection plan for 2020-2021. Approval for placement of this item on the February 3, 2020, board agenda was approved on a motion by Ms. Wert and seconded by Mr. Paitsel. The following vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Johnston led a brief discussion of Policy 706.1 regarding disposal of assets during the high school renovation project.

The Committee of the Whole adjourned at 8:25 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 21, 2020

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. Carlton Rintz at 8:26 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, February 3, 2020, following the Committee of the Whole Meeting at Manor Middle School.

The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Wardell Jackson, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Chip Mathias, Mrs. Judy Duke, Mrs. Lindsay Scarlett, Dr. Peggy Anastasio, Mrs. Laura Stephan, Mr. Brian Wallace, Mr. Ian Bourne, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Rintz asked if there were any Citizen's Comments. There were none.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the January 6, 2020 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter provided the Superintendent's report. The second semester for 2019-2020 has begun. He reported nine students earned their Keystone Degree at the Farm Show. The high school project is going well and any board member wishing to tour the construction should contact him to set up a time.

Mr. Johnston presented for payment the December 2019 bills. It was moved by Mr. Jackson and seconded by Ms. Wert to approve to authorize payment of bills:

General Fund	\$ 7,276,423.71
Food Service Fund	\$ 110,373.84
PMSD Capital Reserve Fund	\$ 9,800.00
PSDLAF Capital Reserve	\$ 133,791.38
2018 Construction Fund	\$ 2,048,523.24
Student Activity Fund	\$ 40,157.43

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

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

- A. Approval of LCCTC 2020-2021 Proposed Budget Resolution
- B. Delinquent Real Estate Taxes – ratification of the submission of delinquent real estate and interim taxes

Explanation: Unpaid real estate tax balances are turned over to Lancaster County Tax Claim Bureau for collection by the 15th of January.

- C. Acceptance of Superintendent’s second quarterly report

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

It was moved by Mr. Jackson and seconded by Mr. Straub to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, 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 Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Judicial Review
- B. Change Orders - Penn Manor High School Renovation Project
 - General Contractor - Lobar, Inc
 - Change Order 13 - Add \$806.33
 - PCO #48 - Add \$806.33 - Axiom ceiling trim per CCD #42

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

It was moved by Ms. Wert and seconded by Dr. Frerichs to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, absent; 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 per the effective date for the 2019-2020 school year
- B. Resignation of the individuals listed per the effective date:
 - Christina Curtis, Playground/Ready to Learn, Level 1 Aide, Hambright, effective 1/16/20

- C. Leave to the individuals according to the terms listed:
Professional Employees:
Employee J39 - Family Medical - January 28, 2020 – March 6, 2020
Employee J40 - Family Medical - May 6, 2020 – end of the 2019-20 school year
- Classified Employees:
Employee J41 - Family Medical - December 19, 2019 – February 15, 2020
Employee J42 - Family Medical - January 2, 2020 – February 20, 2020
- D. Retirement of the individual listed per the effective date:
Patricia Duff, Library Aide, Martic, effective end of 2019-20 school year
- E. Act 86 Locally-issued Day-to-Day Substitute Permit for the 2019-2020 school year:
Shayla Riley
Katelyn Williams
- F. Elementary Tutors for the 2019-2020 school year at a rate of \$34.00 per hour.
- | | |
|-----------------|-----------------------|
| Kathryn Cox | Christine Kinderwater |
| Kim Garvey | Wendy Lutz-Terry |
| Jeff Heiney | Richard Bodde |
| Beth Kaplan | Jarred Fitzkee |
| Tara Wilson | Christina Beard |
| Patricia Detter | Aliza Becker |
- G. eSports Stipends:
- | | | | |
|---------------|---------------------|----------|-------------------------------|
| Nick Joniec | Esports Coordinator | \$4,795* | *revision to previous stipend |
| Scott Hertzog | Esports Ambassador | \$4,795* | *revision to previous stipend |
| Tyler Loyd | Esports Asst Coach | \$2,250 | |
| Jarrood Claar | Esports Asst Coach | \$2,250 | |

Explanation: With the extension of the eSports season, stipends have been adjusted for the 2019-20 school year.

- H. Interim Head Custodian at Marticville Middle School
Rob Fisher \$14.32 from 12/19/19 - 2/15/20

Explanation: Mr. Fisher is covering an extended absence at Marticville Middle School and will revert to his current rate at the end of the interim period.

- I. Mentor 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.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-I: 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, yes; Joseph Fullerton, yes; Wardell Jackson, 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 8:34 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Board Secretary