

MINUTES
Committee of the Whole
January 6, 2020

The Penn Manor School Board met at 6:15 p.m. for an Executive Session to discuss Personnel (Employee's Terms & Conditions of Employment), Personnel (Leaves and Resignation) and Student Matter.

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. 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, and Ms. Donna Wert. Mr. Mitchell Sweigart 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. Mark Andrew, Ms. Sarah Repkoe, Ms. Kathy Houck, Mr. Nick Joniec, Mr. Scott Hertzog, Mr. Jarrod Claar, Mr. Tyler Loyd, 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 Tuesday, January 21, 2020, in the boardroom of the Manor Middle School at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the December 3, 2019, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and seconded by Mr. Straub 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. Straub gave a board report on the CTC JOC meeting held on December 9, 2019. The new superintendent of record is Dr. April Hershey from Warwick SD. Dr. Mike DeLPiore was approved as business manager. Dr. Frerichs shared that he attended the Families in Need event at an area church and was very impressed with the work of the social workers and guidance counselors. Mrs. Nafziger reported that the PMEF scholarships for seniors are now open for applications.

Mr. Johnston discussed potential changes to our real estate tax collection procedures.

Dr. Leichliter, Dr. Egan and Dr. Gale reviewed the updates in the superintendent's second quarter report. Approval for placement of this item on the January 21, 2020, board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Nafziger. The following 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, absent; and Ms. Wert, yes.

Mr. Reisinger, Mr. Joniec, Mr. Hertzog, Mr. Claar and Mr. Loyd reviewed the first season of the Penn Manor High School eSports team and introduced several student team members who shared their experiences. The advisors discussed options for expansion to a three-season

program. Approval for placement of this item on the January 6, 2020 board agenda, instead of the January 21, 2020 board agenda as advertised, was approved on a motion by Mr. Jackson and seconded by Mr. Straub. The following 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, absent; and Ms. Wert, yes.

Mr. Rintz reviewed the list of committee assignments, both board and president appointed, for the 2020 calendar year. Approval for the placement of the board appointed positions on the January 6, 2020 board agenda was approved on a motion by Mrs. Nafziger and seconded by Ms. Wert. The following 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, absent; and Ms. Wert, yes.

Mr. Straub and Dr. Lechliter reviewed the proposed CTC budget for the 2020-2021 school year. Approval for placement of this item on the January 21, 2020, board agenda was approved on a motion by Mr. Jackson and seconded by Mr. Straub. The following 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, absent; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:38 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 6, 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 8:39 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Tuesday, January 21, 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, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Mr. Mitchell Sweigart was absent. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Mark Andrew, Ms. Sarah Repkoe, Ms. Kathy Houck, 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 December 3, 2019 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mrs. Nafziger, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechlitter provided the Superintendent's report. He reported that the holiday concerts were well attended. The high school construction project is going well. Also, seventeen Penn Manor High School students have qualified to compete at the Future Business Leaders of America state conference in Hershey in April. The FBLA advisor, Ms. Christa Craig, is doing a great job with this newly revived club.

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

General Fund	\$ 4,434,014.42
Food Service Fund	\$ 141,592.04
PMSD Capital Reserve Fund	\$ 121,334.00
PSDLAF Capital Reserve	\$ 59,489.25
2018 Construction Fund	\$ 2,670,226.29
Student Activity Fund	\$ 43,589.34

The following call 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, absent; 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. Lancaster County Career & Technology Center Representatives - appoint Chris Straub as representative to the Lancaster County Career & Technology Center and Joe Fullerton as alternate.
- B. Lancaster County Academy Representatives - appoint Donna Wert as representative to the Lancaster County Academy Joint Operating committee and Dell Jackson as alternate.
- C. Lancaster County Tax Collection Bureau Representative – election of Christopher L. Johnston and Judy Duke (alternate) as representatives to the Lancaster County Tax Collection Bureau.
- D. High School eSports extended to a three season program.

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

It was moved by Dr. Frerichs and seconded by Mrs. Nafziger to approve this item. The following call 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, absent; 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. Procurement Cards and Authorized Users
- C. Penn Manor Education Foundation Venture Grants for 2019-2020
- D. Market Street Renewal Agreement for UPMC – Penn Manor Gym Scoreboard Sign
- E. Change Orders – Penn Manor High School Renovation Project

General Contractor - Lobar, Inc

Change Order 10 - Add \$162,062.00

PCO #42 - Add \$162,062.00 Rock Removal #6

Change Order 11 - Add \$179,966.00

PCO #47 - Add \$179,966.00 Rock Removal #7

Change Order 12 - Deduct \$ 51,239.54

PCO #39 - Add \$8,868.77 - Temp Paving at Model Ave

PCO #40 - \$2,424.91 - Tap off Existing AC Waterline at FH

PCO #41 - \$11,010.67 - Patch Pave at Elect Trench and Metal Bldg.

PCO #43 - \$694.07 - RFI 110 Added Light Controller

PCO #44 - (\$136,000.00) - Delete Final Cleaning from Contract

PCO #22 - \$14,668.83 - Water line change to field house per RFI 48
 PCO #24 - \$9,507.44 - CCD 10 Field House Shower Changes
 PCO #35 - \$19,266.36 - CCD 17 Private Showers-Changing Rooms
 PCO #36 - \$9,648.03 - Added CMU chances per RFI and CCDs
 PCO #45 - \$10,217.42 - Added Canopy Steel per RFI 13
 PCO #46 - (2,809.00) - CCD 34 Delete Ventilation Kits
 PCO #38 - \$1,262.96 - CCD 26 Civil Changes

Plumbing Contractor - Jay R Reynolds, Inc

Change Order 3 - Add \$22,404.00

PCO #9 - Add \$22,404.00 Trench Rock Removal

- F. Diehm & Sons Proposal for Topography Survey - Eshleman Playground & Storm Water

Explanation: Services will assist in planning for planned improvements/upgrades to the Eshleman playground

- G. Diehm & Sons Proposal for Topography Survey - Maintenance Barn, Parking & Storm Basin

Explanation: Services will assist in planning for planned repairs to the Maintenance Barn, Parking & Storm Basin

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

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; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, absent; 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 Employees

Employee J34 - Family Medical – February 26, 2020 – May 14, 2020

Classified Employees

Employee J35- Family Medical – November 22, 2019 – February 16, 2020

Employee J36-Extended Family Medical-December 6, 2019-December 19, 2019

Employee J37-Extended Family Medical-November 22, 2019–December 15, 2019

Employee J38-Intermittent Family Medical – November 22, 2019 - May 22, 2020

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

Andrew Bailey, Full Time Custodian, High School, effective 12/11/19

- D. Volunteer Listing for 2019-2020
- E. Act 86 Locally-issued Day-to-Day Substitute Permit for the 2019-20 school year:
Emily Bland
Sean Domencic

- F. 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.

- G. Tenure for the individual listed as they have completed the requirement of three years of satisfactory teaching performance within the school district.

Explanation: Professional employees in the Commonwealth of Pennsylvania acquire tenure after satisfactory teaching performance for three years (statutorily designated period).

- H. Middle School Tutor for the 2019-2020 school year at a rate of \$34.00 per hour.
Brad Aungst

- I. Compensation for Matthew Schuck to compensate for prep periods

Explanation: Matt Schuck has agreed to work with emotional support students through his prep period during the 2019-20 school year at his hourly rate.

- J. Compensation for Morgan Stepanchick to compensate for prep periods

Explanation: Morgan Stepanchick has agreed to work with emotional support students through her prep period during the 2019-20 school year at her hourly rate.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-J: It was moved by Ms. Wert and seconded by Mrs. Nafziger to approve this item. The following call 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, absent; and Donna Wert, yes.

The meeting was adjourned at 8:47 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Board Secretary