

MINUTES
Committee of the Whole
May 4, 2020

The Penn Manor School Board met online via Zoom for an Executive Session at 6:15 p.m. to discuss Personnel (Superintendent Response to Board's Evaluation) Legal: Consultation with school solicitor on contract issue, and Personnel (Retirement and Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:04 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-two community members and district employees 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 18, 2020 at 7:00 p.m. The meeting format will be the same.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the April 20, 2020, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and a second by Mrs. Nafziger and the following voice vote, 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, the Minutes were approved as printed.

Mr. Rintz asked for any Citizens' Comments. Mrs. Rhoades presented comments from district residents Tom Haas, Jeffrey Kreider, John and Pat Bartow, Ken Rabinowitz, Dennis Shenk, Mary Rohrer, Richard Bauder, Brian Kiefer and Pat Rodriguez requesting that the board consider not raising taxes due to the economic crisis caused by Covid-19 and consider all possible cuts to the budget include teacher raises and the high school building project. District residents David Shipley, Lori Hockenberry and Steve Morgan are concerned about the grading being used for the fourth marking period at the high school. They are concerned that it will adversely affect students as they compete for college admissions, scholarships, and merit aid. They feel that pass/fail grading should not be used, specifically as a semester grade.

Mr. Straub updated the board on the CTC JOC meeting held on April 23. Enrollment for the fall looks good. The Mt. Joy home built by students was sold for \$345,000. Ms. Wert reported that the Lancaster County Academy JOC meeting was held on April 22. Twenty students are on track to graduate including three Penn Manor students.

Drs. Leichliter, Egan and Gale provided an update of the Continuity of Education Plan, resources, and assessment information. The plan has been submitted to the Department of Education as required. Approval for placement of this item on the May 4, 2020, board agenda

was approved on a motion by Ms. Wert and seconded by Mr. Jackson. 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.

Dr. Egan and Mr. Reisinger presented option to expand the district's one-to-one computer program as well as a home connectivity option via the 1 Million Project. The administration asked for direction relating to the one-to-one expansion. Approval for placement of this item on the May 4, 2020, board agenda was approved on a motion by Mr. Straub and seconded by Dr. Frerichs. 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.

Ms. Wert presented the proposed Lancaster County Academy budget for 2020-2021. Approval for placement of this item on the May 18, 2020, board agenda was approved on a motion by Ms. Wert 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 presented the 2020-2021 proposed final budget. The prepared budget will be advertised for final adoption on June 15, 2020. Approval for placement of this item on the May 4, 2020, board agenda was approved on a motion by Mr. Jackson 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.

Dr. Lechlitter and Mr. Johnston discussed the requirement for lead testing in schools.

The Committee of the Whole adjourned at 9:45 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
May 4, 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 9:46 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, May 18, 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-two community members and district employees were logged into Zoom for the meeting.

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

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the April 20, 2020 meeting. Hearing none, it was moved by Mr. Jackson 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. This is Teacher Appreciation Week. He recognized the teachers for their hard work and dedication. Dr. Leichliter announced plans for celebrating seniors. The Sports Awards and Commencement Awards will be done virtually. The Commencement video will air on May 28, the scheduled date for Commencement.

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. Adoption of the 2020-2021 Penn Manor School District Proposed Final Budget
 - 1. Adoption of a proposed final budget for 2020-2021 listing expenditures in the amount of \$ 93,561,112.
 - 2. Adoption of the resolution authorizing the advertising of the tentative budget and setting the date of June 15, 2020 for consideration of the final budget

- B. Acknowledgement of the Continuity of Education Plan, resources, and assessment information submitted to the Pennsylvania Department of Education as required by Act 13 of 2020.

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

It was moved by Dr. Frerichs and seconded by Mr. Straub 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. Appointment of Board Treasurer – Appoint Christopher L. Johnston to the position of Treasurer of the Board of Directors for a one year term for the coming fiscal year, July 1, 2020 through June 30, 2021.

Explanation: Required by School Code.

- B. Appointment of Tax Collector – Appoint Christopher L. Johnston, Business Manager, as Tax Collector for the Penn Manor School District effective July 1, 2020 through June 30, 2021.

Explanation: Required by School Code.

- C. Substitute Teaching Services approval of the agreement with Substitute Teacher Service (STS) to provide the District with substitute teachers from July 1, 2020 through June 30, 2025.

Explanation: The contracted substitute teachers' base pay is \$125 per day. The agreement calls for a surcharge of 33.25%.

- D. Special Education Para-Professional Services approval of the agreement with Substitute Teacher Service (STS) to provide the District with special education para-professionals from July 1, 2020 through June 30, 2025.

Explanation: The agreement calls for a surcharge of 32.00%.

- E. 1 Million Project approval of Terms and Conditions for wireless internet hotspots and data services for Penn Manor School District students.

Explanation: The 1 Million Project Foundation will provide wireless devices and wireless service for students eligible to participate in the project. The district will purchase at least 100 wireless devices at a cost of \$43.75 each. Two years of free service (10GB per month of high speed data) is included with each device.

- F. Penguin Productions approval for video production services for High School virtual commencement and awards ceremony.

Explanation: Penguin Productions will provide video filming and production services for the creation of a virtual Commencement 2020 video and Senior Awards Ceremony.

- G. Delta Dental Agreement – The administrative staff is recommending approval of Delta Dental as the district’s third-party administrator for dental claims for the period of 7/1/2020 to 6/30/2022 for a fee of 13.0% of claims paid.

Explanation: Delta Dental has been the district’s third-party administrator for dental since 1998. The district is self-insured for dental claims and pays a 13.0% administrative fee for all paid claims. The proposed fee represents no increase over the expiring contract.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-C

and E-G: It was moved by Ms. Wert and seconded by Mr. Jackson 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.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3D:

It was moved by Dr. Frerichs and seconded by Mr. Jackson 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, abstained; 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 Employment and Change in Status of the individuals listed per the effective date for the 2020-2021 school year
- B. Retirement of the individual listed below with the effective date:
Sherlyn Hess, Food Service, Head Start Assistant Manager, effective 5/28/20
- C. Rescind Retirement of the individual listed below:
Patricia Duff, Library Aide, Martic Elementary (from 1/21/20 agenda)
- D. Resignation:
Tina Kirsten, Health Room Assistant-RN, High School, effective 8/15/20
- E. Recommending approval of the following Head Coach for the 2020-21 school year:
Angela Kauffman - Varsity Cheerleading
- F. Recommending approval for the following Spring Musical positions for the 2019-20 school year:
Pit Orchestra, Lauren Ciemiewicz, \$590
Pit Orchestra, Zachary Smith, \$590

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F: 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 5. Addendum: Temporary Expansion of One-to-One Laptop Learning Program

Explanation: Authorization for Mr. Reisinger to purchase laptops for grades 1-3 with the understanding that this will be revisited with the board during the 2020-2021 school year.

MOTION ON ADDENDUM ITEM 5:

It was moved by Mr. Jackson and seconded by Mr. Straub 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, no; and Donna Wert, yes.

The meeting was adjourned at 10:02 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Board Secretary