

MINUTES
Committee of the Whole
August 17, 2020

The Penn Manor School Board met for an Executive Session at 6:45 p.m. to discuss Personnel (Retirement, Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:03 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, Dr. 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, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Dave Shipley, Mr. Martin Peak, Mr. Brian Wallace and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting over 50 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Tuesday, September 8, 2020 at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the August 3, 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; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes, the Minutes were approved as printed.

Mr. Rintz asked for any Citizens' Comments. There were none.

Board reports – Ms. Wert reported that the Lancaster County Academy Board met and has signed a contract with Central Penn to hold classes there as HACC is currently closed to on-site students. Mrs. Nafziger reported that the PMEF annual dinner has been canceled for this year. The ExtraGive campaign on November 20 will be PMEF's major fundraiser this year.

Mr. Rintz discussed the upcoming PSBA Leadership Conference in October. It will be virtual and offered at no charge. Board directors should sign up individually if they wish to attend. PSBA is asking school boards to name their voting delegates for the upcoming Delegate Assembly meeting scheduled to occur virtually on November 7, 2020. Penn Manor can appoint three delegates. Ms. Wert agreed to serve as one of the delegates. Board directors will let Mr. Rintz know if they can serve.

Dr. Egan and Dr. Gale gave a summary of the new teachers for the 2020-2021 school year.

Mr. Dave Shipley, President of the Comet Co-Curricular Committee, presented the grant award requests to the school board and shared an overview of the curricular areas that applied for grants. Approval for placement of this item on the August 17, 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; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Johnston reviewed two proposed calendars for developing, discussing and approving the budget for the 2021-2022 school year. One calendar for a budget that would seek Act 1 Index exceptions and one calendar that utilizes the Opt-Out resolution. The board agreed to wait until later in the fall to decide which calendar they wish to utilize.

As requested at the August 3, 2020 meeting, Mr. Johnston presented a recommendation to eliminate fees for parents to use MySchoolBucks to encourage automatic payments to lunch accounts and reduce cash transactions between students and staff. The board was not in favor of this recommendation.

Dr. Kreider reviewed the special education programming for the start of the 20-21 school year.

The Committee of the Whole adjourned at 8:26 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
August 17, 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 following the Committee of the Whole meeting. The meeting was called to order by Board President Mr. Carlton Rintz at 8:26 p.m. followed by a moment of silence and the flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Tuesday, September 8, 2020, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs Dr. 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, Dr. Theresa Kreider and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Dave Shipley, Mr. Martin Peak, Mr. Brian Wallace and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting over 50 people were watching via YouTube.

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 August 3, 2020 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Mrs. Nafziger 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. The district opening day will be held virtually. The district has been approached by community groups offering their help with possible daycare options for students in elementary school. TeenHope has contacted the district and will not be doing face-to-face student evaluations for suicide risk factors. It will continue to be part of the health curriculum in ninth grade.

Mr. Johnston presented for payment the July 2020 bills. It was moved by Mr. Paitsel and seconded by Dr. Frerichs to authorize payment of the bills:

General Fund	\$ 3,731,491.74
Food Service Fund	\$ 7,926.20
PMSD Capital Reserve Fund	\$ 455,632.96
PSDLAF Capital Reserve	\$ 143,949.83
2018 Construction Fund	\$ 5,740,480.36

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. PSBA 2020 Delegate Assembly – The committee is recommending the following as voting delegates for the PSBA 2020 Delegate Assembly
 - 1. Donna Wert and two others to be determined
- B. ~~MySchoolBucks Fee Structure as presented~~
- C. Comet Co-Curricular Committee Grant Awards for 2020-2021
- D. Enrollment Study Agreement - DecisionInsite

Explanation: Approval of Premium Enrollment Projections and the StudentView System from DecisionInsite per the attached proposal.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A,

C-D: It was moved by Dr. Frerichs 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, yes; and Donna Wert, yes.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Acceptance of Eschbach and Shultz Bus Drivers for the 2020-2021 school term

Explanation: While the bus drivers are employed by the busing contractors, a listing is provided for the board's consideration and acceptance

- B. Tuition Student for the 2020-21 school year
 - Approval of Bhagi Dhakal as per Policy 202 related to high school seniors

- C. Winner's Circle Agreement of Services for 2020-2021

Explanation: To provide services for students during the 2020-2021 school year as requested.

- D. Renewal of \$500 membership in the IU13 Safety & Security Cohort for the 2020-2021 school year.

- E. Lancaster General Hospital Drug Screening Contract for the 2020-2021 school year

Explanation: Pricing and terms are the same as the previous contract.

- F. Change Orders - Penn Manor High School Project

General Contractor - Lobar, Inc.

CO #16 - Add \$89,635

CO #17 - Add \$39,544

CO #18 - Add \$35,883

CO #19 - Add \$67,828

CO #20 - Add \$34,903

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-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 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 2020-2021 school year
- B. Resignation of the individuals listed per the effective date:
 Breanna Bachman, Building Aide, Martic, effective 8/7/20
 Kelsey Bricker, Enrollment Related Aide, Pequea, effective 8/5/20
 Jeffrey Tracy, Building/Playground Aide, Central Manor, effective 6/30/20
 Desiree Rivera, Enrollment Related Aide, Pequea, effective 8/6/20
 Jerrell Birch, 5th grade teacher, Central Manor, effective 8/11/20
- C. Retirement of the individual listed per the effective date:
 Karen Lehr, Enrollment Related Aide, Eshleman, effective 6/30/20
- D. 2020-2021 Middle School Team Leaders as listed below:
 Marticville Middle School Team Leaders
 Deb Goodhart - Green Team
 Chris McKnight - Blue Team
 Brad Aungst - Gold Team
 Steve Evans - Cultural Arts
 Lisa Bitler - Learning Support
- Manor Middle School Team Leaders:
 Maricia Kligge - Blue 8
 Jennifer Ennis - Green 8
 Carrie Aukamp - Blue 7
 Connie Jackson - Green 7

Curt Elledge - Learning Support
Erin Kreck - Cultural Arts

Explanation: Team Leader positions are approved annually based upon rosters submitted by building principals.

E. 2020-2021 Middle School Co-curricular Positions

Explanation: Co-curricular positions are approved annually based upon rosters submitted by building principals.

F. Middle School Tutors for the 2020-2021 school year at a rate of \$34.00 per hour.

Curt Snelbaker	Jon Bittenbender
Connie Jackson	Amy Niemkiewicz
Maricia Kligge	Courtney Costello
Lisa Bitler	

G. Middle School Detention for the 2020-2021 school year at a rate of \$34.00 per hour.

Jon Bittenbender	Brad Aungst
Curt Snelbaker	Lisa Bitler
Steve Evans	

H. Middle School Weight Room Coverage for the after school middle school weight room for the 2020-2021 school year at the rate of \$27.75 per hour, 1 hour per day, 2 days per week

Steve Kramer	Steve Evans
Ginny Neiss	Daryn Vinson

I. Nurse Substitute Caller Stipend for contacting/arranging substitute services for health rooms for the 2020-2021 school year for a stipend of \$3,200.

Tanya Echterling

J. Dental Hygiene Services provided by Tris Shenigo at the rate of \$28.00 per hour, not to exceed 221 hours for the 2020-2021 school year

K. 2020-2021 Athletic Workers

L. 2020-2021 Fall Coaching Positions

Explanation: The attachment shows the coaches and positions by sport for the 2020-2021 fall season. The breakdown with the individual salaries was compiled by the Athletic Department in conjunction with the team coaches.

M. 2020-21 Volunteer Coaches:

N. Seasonal Weight Room coverage provided by Tim Hite at the rates cited below for the 2020-2021 school year.

88 scheduled summer weight room hours at \$27.75 per hour
 114 scheduled fall weight room hours at \$27.75 per hour
 120 scheduled winter weight room hours at \$27.75 per hour
 134 scheduled spring weight room hours at \$27.75 per hour

- O. Team Training Hours to provide up to 100 hours of weight room athletic team training for the 2020-2021 school year at the rate cited below. Coverage will be provided by Tim Hite.

Up to 100 weight room athletic team training hours at \$27.75 per hour

- P. Speed Training Hours to provide up to 30 hours of speed training for the 2020-2021 school year at the rate cited below. Coverage provided by Tim Hite.

Up to 30 speed training hours at \$27.75 per hour

- Q. Stipend – Dr. Scott Keddie, an administrative stipend of \$50.00 per day for serving as a substitute principal at Manor Middle School.

- R. Mentors for the 2020-2021 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-R: It was moved by Ms. Wert and seconded by Mr. Paitsel 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.

The meeting was adjourned at 8:41 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Board Secretary