

MINUTES
Committee of the Whole
September 8, 2020

The Penn Manor School Board met for an Executive Session at 6:40 p.m. to discuss a Student Matter and Personnel (Leaves, Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:07 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. Martin Peak, Mrs. Theresa Chiodi, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting over 30 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 Monday, September 21, 2020 at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the August 17, 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 Citizen Comments. There were none. Two comments were received by the board secretary regarding spectators at sporting events and the administration addressed these comments directly with the parents.

Board reports – Mr. Straub reported on the LCCTC meeting held on August 27. School opening for the CTC went well with students following social distancing and mask requirements. Dr. Frerichs asked if the board wanted to take part in the PSBA self-evaluation survey. The board indicated it wanted to participate.

Dr. Egan and Dr. Gale introduced the following new teachers for the 2020-2021 school year – Erik Ballard, Jennifer Elder, Maxleen Gutierrez, Julia Kepple, Meredith Miller, Gabrielle Shemonski, Trent Soto, Amanda Swords, Mara Tate, Lauren Walker, Lacey Winder, Pam Rittle, and Joe Blowers.

Mrs. Chiodi updated the board on the changes issued by the U.S. Department of Education to Title IX.

Dr. Leichliter reviewed the Superintendent Goal Milestones created during the annual Board retreat in July. Approval for placement of this item on the September 8, 2020, board agenda was approved on a motion by Dr. Frerichs and seconded by Ms. Wert. 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.

The leadership team provide updates on all aspects of the first week of school.

Mr. Rintz reviewed the PSBA Officers slate of candidates. PSBA offices to be determined are President-elect, Vice President, Treasurer and Insurance Trustees. The majority vote by the board will determine which candidates receive the school board's official vote. Approval for placement of this item on the September 8, 2020, board agenda was approved on a motion by Dr. Frerichs 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.

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
September 8, 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 8:39 p.m. followed by a moment of silence and the flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, September 21, 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. Martin Peak, Mrs. Theresa Chiodi, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting over 30 people were watching via YouTube.

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

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the August 17, 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. He thanked PMEF for working hard for the district and noted that the golf outing in August was successful and raised over \$10,000 for PMEF.

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. Approval of Superintendent Goal Milestones
- B. Voting for PSBA Officers
 - President-elect – David Hein
 - Vice President – Sabrina Backer
 - Treasurer – Michael Gossert
 - Insurance Trustees – Michael Faccinetto, Marianne Neel (vote for 2)

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

It was moved by Mrs. Nafziger 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. Approval and Advertising of the Bus Routes for the 2020-2021 school term and also approval for advertising of same. A copy of bus routes is on file in the Transportation Office.

Explanation: Routes are compiled annually by the Transportation Coordinator in anticipation of expected bus routing requirements.

- B. Pennsylvania Constables to provide security for the school district during the 2020-2021 school year for athletic and co-curricular activities at the rate of \$34.30 per hour.

Mike Phenneger
Brad Weinoldt
Tom Graver
Jeff Jackson

- C. Approval of agreements with Outside Agencies providing services to students:

CCIU
Justice Works Youthcare
PA Comprehensive Behavioral Health
PA Counseling Service
Philhaven/Wellspan
TEAMCare Behavioral Health
TW Ponessa

- D. Acceptance of STS Aides/Para and Personal Care Assistants for the 2020-2021 school term

Explanation: While the aides are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- E. Acceptance of STS Substitute Teachers for the 2020-2021 school term

Explanation: While the substitute teachers are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- F. Approval of the submission of the 2020-2021 Consolidated Application for Federal Program Grants for a total of \$933,676. Title I, Part A - Improving Basic Programs Grant \$732,855; Title II, Part A – Supporting Effective Instruction Grant \$136,766; and Title IV, Part A, Student Support and Academic Enrichment Grant \$64,055.

- G. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title 1 Services for Penn Manor resident students who are academically qualified, but attend non-public schools for school year 2020-2021.
- H. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title IIA professional development services to one non-public school for the benefit of Penn Manor resident students who attend non-public schools for school year 2020-2021.
- I. Change Orders - Penn Manor High School Project

Fire Protection Contractor - S.A. Comunale, Inc.
CO #3 - Deduct \$105,686.00

Explanation: Deleted the pre-fabricated pump house and reduced risers. General Contractor will provide the pump house and submit Change Order.

- J. Contract for student with an IEP to attend a specialized program through the School District of Lancaster
- K. Affiliation Agreement with Carnegie Mellon University for Music Education

Explanation: Carnegie Mellon University students in the Department of Exercise Science will be placed at Penn Manor High school during the 2020-2021 school year.
- L. Western Pennsylvania School for the Deaf Transportation Contract
- M. Tax Exoneration
- N. Approval of the following Memorandum of Understanding documents between Penn Manor School District and the Penn Manor Education Association:
 1. Elementary Teacher Work Day
 2. High School Nurse Work Hours
 3. Livestreaming
 4. Use of LLVS for secondary special education students
- O. Head Start Facilities Agreement with Community Action Partnership (CAP) of Lancaster County

Explanation: Facilities agreement for the 2020-2021 school year covering the Head Start Classroom located in Martic Elementary School
- P. Sponsor to Sponsor Agreement between Community Action Partnership and Penn Manor School District.
- Q. Updated District Health and Safety Plan Template

- R. Contracted Agriculture Student for the 2020-2021 school year
Danielle Oatman (Columbia School District)
Isabella Peters (School District of Lancaster)

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

R: 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.

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.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3E:

It was moved by Mr. Sweigart 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, abstained; 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. Professional Staff and 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 individual listed per the effective date:
Nasy Sok, Cafeteria Aide, Hambright, effective 8/12/20
Linda Kibodeaux, Ready to Learn Level 1 Aide, Pequea hours only, effective 8/14/20
Kristen Michelle Eisenhauer, Ready to Learn Level 1 Aide, Hambright, effective 8/13/20
Nancy Fish, Building Aide, Conestoga, effective 8/12/20
Linda Reyes, Cafeteria Aide, Hambright, effective 8/13/20
Deborah Albright, Ready to Learn Level 2 Aide, Central Manor, effective 8/28/20
Mia Clancy, Ready to Learn Level 1 Aide, Conestoga, effective 8/20/20
Kevin Hertzog, Football Equipment Truck Driver, effective 8/12/20
- C. Leave to the individuals according to the terms listed:
Professional:
Employee K8 - Military Leave - August 18, 2020-September 30, 2020
Employee K9 - Family Medical Leave - August 31, 2020 - October 5, 2020

Classified:*Employee K10 - Family Medical Leave - August 31, 2020 - November 25, 2020*

D. 2020-2021 High School Co-curricular Positions

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

E. 2020-2021 High School Department Coordinator Stipends

F. 2020-2021 Music Program Co-Curricular Stipends

G. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2019-20 school year:
Madeline Shipe

H. 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.

I. eSports Stipends:

Nick Joniec	Esports Coordinator	\$5,020
Scott Hertzog	Esports Ambassador	\$5,020
Tyler Loyd	Esports Asst Coach	\$2,250
Jarrood Claar	Esports Asst Coach	\$2,250

J. Volunteer Coach:

Casey McCollum – Football

K. Marching Band - Volunteer Staff:

Jackson Wagner

Jacob Rutland

L. Athletic Worker:

Dustin Hornberger

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A: 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, abstained; Carlton Rintz, yes; Christopher Straub, abstained; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4B-L: 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, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

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

Mr. Carlton L. Rintz, President

Cindy Rhoades, Board Secretary