

**MINUTES**  
**Committee of the Whole**  
**November 16, 2020**

The Penn Manor School Board met at 5:00 p.m. for a public budget workshop. At 6:00 p.m. the Board met for an Executive Session to discuss an update on Labor Negotiations Planning, a Legal special education matter, Personnel (Leaves), and a 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, 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 Lechliter, 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. Mary Kay Fair, Mrs. Amy Wall, Mrs. Judy Keller, Mrs. Jenna DeLong, Joseph and Katharine Rodriguez, Dr. Sepi Yalda, Ms. Rebekah Whiteman, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 525 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, December 7, 2020 at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the November 2, 2020, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and a second by Mr. Straub 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. The Board Secretary received 9 letters regarding concerns regarding the schools being fully open. All letters are available for the public to read. High school senior Rebekah Whiteman, and Millersville University professor and district parent, Dr. Sepi Yalda, each spoke to the board expressing their concerns with having the schools open to all students every day in light of the large rise of Covid-19 cases in Lancaster County. Mrs. Mary Kay Fair, district teacher, resident and President of PMEA, spoke on behalf of the Penn Manor teachers sharing their safety concerns with the current schedule. Mr. Joseph Rodriguez, district resident, expressed his displeasure with the current schedule. Following the citizen's comments, Mr. Rintz referenced board policy 804 and affirmed that the board is trusting the superintendent to make alterations to the school reopening model.

The board opportunities were reviewed. Mrs. Nafziger reminded board members that PMEF will be taking part in the ExtraGive on Friday, November 20. Dr. Fullerton attended the LLIU13 meeting and sent out a report. Ms. Wert reported that she, Mr. Jackson, and Dr. Frerichs acted as delegates to the PSBA meeting in early November.

Mrs. Keller and Mrs. DeLong provided an update on the educational learning technology, including the Seesaw software program, laptop use in grades K-2, and remote classroom video instruction.

Mr. Reisinger discussed a five year agreement with Edwards Business Systems for district print and copier services. Approval for placement of this item on the December 7, 2020, board agenda was approved on a motion by Mrs. Nafziger and seconded by Mr. Sweigart. 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 the planned cycle for requesting proposals for contracted services.

Mr. Rintz and Dr. Leichliter provided a summary of the procedures for the upcoming board reorganization meeting on December 7, 2020.

Mr. Straub and Dr. Leichlier provided a summary of financial discussions taking place by the Joint Operating Committee and Professional Advisory Committee of the Lancaster Career and Technology Center.

The Committee of the Whole adjourned at 8:16 p.m.

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Mr. Carlton L. Rintz, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**November 16, 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 8:16 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, December 7, 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. Mary Kay Fair, Mrs. Amy Wall, Mrs. Judy Keller, Dr. Sepi Yalda, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 525 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 November 2, 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 bond refinancing is scheduled for November 17, 2020. The district received a Safe Schools Initiative Targeted Grant for the 20-21 school year, awarded by the Pennsylvania Department of Education for \$332,904. The funds will be used for security cameras at the high school, the software license for the cameras, and three elevator access cards. Due to reported Covid-19 cases over the weekend, the high school is closed through Wednesday and Central Manor Elementary is closed until November 23.

Mr. Johnston presented for payment the October 2020 bills. It was moved by Mr. Sweigart and seconded by Mr. Straub to authorize payment of the bills:

General Fund	\$ 4,821,824.90
Food Service Fund	\$ 79,690.12
PMSD Capital Reserve Fund	\$ 8,490.40
PSDLAF Capital Reserve	\$ 93,948.16
2018 Construction Fund	\$ 1,418,518.96
Student Activity Fund	\$ 250.00

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 Meeting** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Second and Final Reading of Revised Board Policies as presented.

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

It was moved by Dr. Frerichs 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 3. Consent Agenda for Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Election of Solicitor and Bond Counsel – Kegel Kelin Litts & Lord LLP – The law firm of Kegel Kelin Litts & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2021.
- B. Election of Special Counsel for Special Education – McNees Wallace & Nurick LLC – The law firm of McNees Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2021. Services will be limited to special education matters.
- C. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2021. Services will be limited to labor matters.
- D. Election of Special Counsel for Workers' Compensation – The law firm of Cipriani & Werner be appointed as special counsel for the school district for the calendar year 2021. Services will be limited to Workers Compensation.

*Explanation: Cipriani & Werner is the appointed counsel for the LLPSIP Workers Compensation Pool.*

- E. Transportation Contracts for the 2020-2021 school year:  
     Eschbach Bus Service (177 Days) - \$2,614,321.42  
     Eschbach Fuel Surcharge - \$56,701.97  
     Shultz Transportation (177 Days) – \$1,099,128.75  
     Shultz Fuel Surcharge - \$24,379.88

*Explanation: The current transportation contracts runs through June, 2025 for Eschbach Bus Service and Shultz Transportation. The contract figures have been calculated based upon updated routing and student information.*

- F. IDEA Part B Use of Funds Agreement – for the use of Federal Funds from the 2020-2021 allocation pertaining to the Individuals with Disabilities Education Act

*Explanation: Expected funds totaling \$1,094,893 will be used as follows - \$847,681 to be used as an offset to special education contracted services and \$247,212 to be used for “on behalf” services.*

- G. Acceptance of 16 Owl video camera kits for student remote learning and instruction from Velocity Fiber in the amount of \$19,184.
- H. Judicial Review
- I. Tax Exonerations

**MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A-I:**

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, 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. 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. Leave to the individual according to the terms listed:  
**Professional:**  
*Employee K19 - Family Medical Leave - October 22, 2020 - October 30, 2020*  
*Intermittent Family Medical Leave - November 1, 2020-February 28, 2021*
- C. Winter Coach  
 Jacob Marino - Junior High Wrestling Coach - \$3,990
- D. Act 86 Locally-issued Day-to-Day Substitute Permit for the 2020-2021 school year:  
 Hannah Scholl

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D:** It was moved by Mr. Straub 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, 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 8:31 p.m.

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Mr. Carlton L. Rintz, President

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Cindy Rhoades, Secretary