

MINUTES
Committee of the Whole
November 2, 2020

The Penn Manor School Board met at 5:30 p.m. for a public board self-assessment workshop presented by PSBA. At 6:20 p.m. the Board met for an Executive Session to discuss Personnel (Leaves and Resignation) and a Legal 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, Mr. Brian Wallace, Mrs. Judy Duke, Mr. John Bonawitz and Ms. Lauren Fenner from Brown Shultz Sheridan and Fritz, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 431 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, November 16, 2020 at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the October 19, 2020, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and a second by Mr. Sweigart 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 23 letters regarding the student attendance schedule. Six letters voiced support for having students in the school buildings five days per week. Seventeen letters supported continuing the current hybrid schedule or offering livestreaming of classes. All letters are available for the public to read.

The board opportunities were reviewed. Dr. Frerichs gave a report from the Facilities Committee Meeting held on Thursday, October 29. The committee was updated on the high school construction project. They also received information on the water pit and the modifications needed. Ms. Wert attended the Lancaster County Academy JOC meeting. Board policies are being reviewed for LCA and safe school training is being offered to help stay compliant. The school is currently using the Central Penn campus. Mr. Fullerton attended the LCCTC JOC meeting in place of Mr. Straub and reported that they are also in the process of reviewing board policies. Mrs. Nafziger attended the Counseling Advisory meeting and also reported that PMEF will be taking part in the ExtraGive on November 20.

Mr. Bonawitz and Ms. Fenner, auditors from Brown Shultz Sheridan and Fritz, provided an overview of the district's annual financial statements for the year ended June 30, 2020. Approval for placement of this item on the November 2, 2020, board agenda was approved on a motion by Mrs. Nafziger 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 the opportunity for the board to commit fund balances during the budget process and during the audit process. As uncommitted funds are limited to 8% of expenditures, fund balances are examined every fall to ensure compliance. Approval for placement of this item on the November 2, 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.

Mr. Johnston provided an early update on the 2021-2022 budget as per the budget calendar. A public budget workshop is scheduled for Monday, November 16, 2020 at 5:00 p.m.

Dr. Leichter reviewed changes made to board policies 103,104,111,113.1,113.2,113.4, 122,123,123.2,203,209,222,233,247,249,309.1,314,317.1,318,323,331,332,333,334,335, 340,626,626 attachment,707,803, 805,805.1 805.2,810.1,824,904 and 907 as recommended by the Pennsylvania School Boards Association (PSBA) policy service. Approval for placement of the first reading of these policies on the November 2, 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.

Dr. Leichter gave an update on the goals developed by the Board of School Directors as part of his yearly evaluation process.

Mr. Johnston explained a savings opportunity by early redemption of principal associated with the April 1, 2021 payment for the 2012 General Obligation Bond. Approval for placement of this item on the November 2, 2020, board agenda was approved on a motion by Mr. Straub and seconded by Mrs. Nafziger. 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 Board discussed the previously approved full in-person K-12 reopening plan. Mr. Paitsel made a motion to revise the Learning Mode Plan approved by the School Board on September 21 to transition students in grades 3-6, and grade 7 to full in-person instruction on November 9, 2020 with grade 8 students back to full on November 16 but to have students in grades 9-12 remain in the blended instruction mode through the second marking period. Mr. Straub seconded the motion. The following voice vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, no; Mr. Jackson, no; Mrs. Nafziger, no; Mr. Paitsel, yes; Mr. Rintz, no; Mr. Straub, yes; Mr. Sweigart, no; Ms. Wert, no. The motion failed.

The Committee of the Whole adjourned at 9:01 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
November 2, 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 9:01 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, November 16, 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, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 431 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 October 19, 2020 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Mr. Sweigart 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 reported that TeenHope will be starting mental health screenings at the middle school and thanked the counselors and Samaritan Counseling Center for their help getting this arranged. He congratulated Catherine Rabatin (tennis) and Graham Thomas (cross country) for winning the L-L League and District 3 titles and the Field Hockey team for winning the L-L League title. Dr. Leichliter also shared that Matt Soto, field hockey coach, was featured in the Lancaster newspaper for winning his 700th game. He also shared that Stephanie Patterson was featured in the Advertiser for developing the new Penn Manor app.

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. Committed Fund Balance - The Resolution for Commitment of June 30, 2020 Fund Balance
- B. Acceptance of Local Auditor's 2019-20 Report as presented.

- C. First Reading of Revised School Board Policies 103,104,111,113.1,113.2,113.4,122, 123,123.2,203,209,222,233,247,249,309.1,314,317.1,318,323,331,332,333,334,335, 340,626,626 attachment,707,803,805,805.1,805.2,810.1,824,904 and 907
- D. Resolution for Self-directed Refunding of April 1, 2021 principal for the 2012 GOB as presented.

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

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. Commencement Date – June 2, 2021 or June 3, 2021

Explanation: A traditional commencement at Franklin & Marshall College will be dependent on health/safety restrictions that may be in place at this time. A decision and final determination on an actual date will be made later in the school year.

- B. Children Deserve a Chance Foundation Agreement for 2020-2021

Explanation: Atollo Recruit and Scholar costs taken from the High School budget. Teacher DSSD projects and the Leadership Academy taken from Title IV grant funds.

- C. Facilities Use Agreement with Millersville University

Explanation: A facilities use agreement with Millersville University of Pennsylvania for Biemesderfer Stadium and Anttonen Natatorium to run through June 30, 2031.

- D. Vector Solutions K-12 Education Software as a Service Client Agreement

Explanation: This agreement will allow the district to utilize a Safety & Compliance Library to offer digital training sessions. The software will provide training and will be able to track attendance and compliance by individual.

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

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. 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 following individuals according to the terms listed:

Professional Employees:

Employee K16 - Family Medical Leave - December 1, 2020-March 1, 2021

Child Rearing Leave - March 2, 2021-End of School Year

Employee K17 - Family Medical Leave - October 20, 2020-November 5, 2020

Employee K18 - Intermittent Family Medical Leave - Oct 8, 2020-Sept 20, 2021

Classified Employees:

Employee K19 - Family Medical Leave - September 28, 2020-October 25, 2020

Employee K20 - Family Medical Leave - October 9, 2020-January 11, 2021

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

Hannah Armstrong, Playground/RTL Level 1 Aide, Pequea, effective 11/6/20

D. Winter Coaches as listed

E. Auxiliary Sports Workers for 2020-21:

Jason Hamill

F. Volunteer Coach:

Sheryna Goss - Cheerleading

G. Compensation for Joey Garrett for reduced prep period

Explanation: Due to change in school schedules Joey Garrett has a reduced prep period during the 2020-21 school year and will be compensated at his hourly rate.

H. Middle School Co-Curricular Positions

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-I: It was moved by Mrs. Nafziger 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 9:10 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary