

**Minutes  
Committee of the Whole  
April 6, 2021**

The Penn Manor School Board met at 6:00 p.m. for an Executive Session to discuss the Superintendent's Evaluation, Personnel, and Student Matters.

The Penn Manor School Board met as a Committee of the Whole at 7:11 p.m. on the above date in the Auditorium 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. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. David Paitsel was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting were Brian Wallace, Keith Henninger, Michele Sipel, Donna Switzer, Del and Katie Hess, Vicky Stuart, Melissa Frey, Jason and Betsy Trimble, John Trimble, Loren Brown, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 28 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, April 19, 2021 at 7:00 p.m. in the Manor Middle School Auditorium.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the March 15, 2021, 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, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes, the Minutes were approved as printed.

Mr. Rintz asked for any Citizen's Comments. Mr. John Trimble of Millersville expressed his frustration with the quarantine rules. Ms. Donna Switzer of Mountville is concerned with high school students who are struggling academically this year. Mrs. Vicky Stuart of Millersville is concerned with the mental health issues students are facing.

The upcoming board opportunities were reviewed. Mr. Jackson reported on PSBA's Advocacy Day. Over 200 school board members from across the state virtually attended. Mr. Straub attended the LCCTC JOC meeting. Transportation issues were discussed. Mrs. Nafziger reported that PMEF will be holding the golf tournament on June 15 and the annual dinner on September 26. Mr. Rintz shared the proposed resolution on state quarantine guidance. All board directors present at the meeting voice their supported for the resolution.

Mr. Reisinger introduced the district's new audio/visual coordinator, Mr. Keith Henninger, to the board.

Dr. Leichliter and Dr. Kreider discussed that Penn Manor School District is one of 61 school districts in the Commonwealth of Pennsylvania who have been notified of a significant disproportionality related to the new federal Equity in IDEA regulations that went into effect July 1, 2018.

Dr. Leichter, Dr. Gale, Dr. Kreider, Mr. Reisinger, Mr. Johnston and Dr. Egan presented a comprehensive overview of COVID-19's impact on Penn Manor School District's programming and the early measures being taken to address student learning loss.

Mr. Johnston provided information on ESSER funding and eligible uses for those funds.

Mr. Rintz reported that it is necessary for Penn Manor to nominate a board director to serve on the IU13 Board to be elected by the 198 board members of the 22 districts in Lancaster and Lebanon counties. Dr. Fullerton's term expires on June 30, 2021 and is being nominated for re-election. Approval for placement of this item on the April 6, 2021 board agenda was approved on a motion by Mrs. Nafziger 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, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 9:25 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**  
**April 6, 2021**

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Auditorium at Manor Middle School following the Committee of the Whole meeting. The meeting was called to order by Board President Mr. Carlton Rintz at 9:25 p.m. followed by a moment of silence and flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, April 19, 2021, following the Committee of the Whole Meeting.

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. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. David Paitsel was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting were Brian Wallace, Keith Henninger, Loren Brown, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 28 people were watching via YouTube.

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

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the March 15, 2021 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Dr. Frerichs 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, absent; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. He shared that Manor Township has posted information on their website regarding the Barley Tract (Bender Mill Road Info Sheet). There are several board policies that will need to be updated. Commencement and Senior Awards will be held in person this year.

**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. The Intermediate Unit 13 Core Program of Services and Instructional Media Services Budgets for the 2021-2022 school year.
- B. Nomination of Dr. Joseph Fullerton for election to a three year term on the IU13 Board beginning July 1, 2021.

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

It was moved by Mr. Straub 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, absent; 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. School Resource Officer Agreement with Millersville Borough - Memorandum of Understanding for 2021.

*Explanation: This memorandum of understanding extends the current agreement by four years to end on December 31, 2025.*

- B. Staff Holiday Schedule for 2021-2020 school year

- C. School District Dentist – William Borowski, D.D.S. of White Dental Group - Willow Street, as the School District's Dentist for the 2021-2022 school year.

- D. Approval for ePayment depository bank account at Fulton Bank

*Explanation: To allow a central account for all ePayments to keep activity segregated from our general fund account.*

- E. Delaware Valley University Articulation Agreement for Penn Manor High School students

- F. Commencement Date – June 3, 2021 (rain date June 4, 2021)

*Explanation: Commencement ceremonies will be held on June 3, 2021 (with a rain date of June 4, 2021) at Millersville University's Biemesderfer Stadium at 5:00 p.m. and 7:30 p.m. The ceremonies will follow all safety restrictions that may be in place at this time.*

- G. Judicial Review

- H. Market Street Sports Sponsorship Agreement with UPMC

- I. Change Orders - Penn Manor High School Project

**General Contractor - Lobar, Inc**

Change Order 29 - Add \$114,084.98

PCO #129 Rock removal #15 Ph 2 storm trench - \$13,500.00

PCO #130 Replace Owner damaged rolling cabinet - \$1,425.21

PCO #131 Rock removal #16 N infiltration bed - \$85,299.00

PCO #132 Fence height change at track per CCD #90 - \$2,892.45

PCO #134 Bulkhead height change in main C per RFI #313 - \$3,727.03

PCO #135 Stage bridge changes per CCD #127 - \$7,241.29

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

It was moved by Ms. Wert and seconded by Dr. Frerichs 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, absent; 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 individuals according to the terms listed:  
**Professional Employees:**  
*Employee K46* - Intermittent Family Medical Leave - Feb. 22, 2021-Sept. 11, 2021  
*Employee K47* - Family Medical Leave - March 30, 2021-April 16, 2021  
*Employee K48* - Family Medical Leave - August 16, 2021-November 5, 2021  
*Employee K49* - Family Medical Leave - April 30, 2021-End of School Year  
*Employee K50* - Family Medical Leave - August 30, 2021-November 21, 2021  
**Classified Employees:**  
*Employee K51* - Family Medical Leave - March 23, 2021-June 15, 2021
- C. Retirement of the individuals listed per the effective date:  
 Patricia Duff, Library Aide, Martic Elementary, effective 6/4/21  
 Doris Long, 12 Month Secretary, Marticville MS, effective 6/30/21
- D. Resignation of the individuals listed per the effective date:  
 Tina Sheaffer, Food Service, Conestoga Elementary, effective 4/2/21  
 Byron Tuell, Asst. Track and Field Coach, effective 3/29/21
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2020-21 school year  
 Olivia Citrone  
 Kameron Shott  
 Chelsea Walter
- F. LinkIt Pilot - the following teachers are participating in two hours of training before or after school. They will use the software to electronically administer local assessments.
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|-----------------|-----------------------|
| Emily Wise      | Kyle Bulicz           |
| Brad Showalter  | Christine Kinderwater |
| Jeb Thompson    | Chris Telesco         |
| Catie Tejada    | Amy D'Amico           |
| Kristina Fulton | Zach Starry           |
| Mark Schettler  | Curt Snelbaker        |
| Sarah Stover    | Cassandra Waterman    |

Richard Bodde

- G. Elementary and secondary tutors to address learning loss up to a maximum of 24 hours per tutor. American Rescue Plan funds will be used for this initiative.
- H. Employee Group Agreement (copy available upon request)  
Administrative Support Compensation Plan
- I. Professional Leaves of the individuals listed, for the 2021-2022 school year, for the purpose of study pending appropriate documentation of courses. They will be taking the required number of credits in accordance with the district Compensated Professional Leave Policy #338.1.
- J. Job Description - Head Custodian
- K. Volunteer Coach - Bryce Julian - Boys Volleyball
- L. Spring Coaches - Boys Volleyball - attached revised pay schedule
- M. Auxiliary Sports Workers for 2020-21:  
Steff Andreychek  
Larry Bellew

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

The meeting was adjourned at 9:36 p.m.

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Mr. Carlton L. Rintz, President

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Cindy Rhoades, Secretary