

**Minutes  
Committee of the Whole  
April 19, 2021**

The Penn Manor School Board met at 5:15 p.m. for a public budget workshop. At 6:30 p.m. the Penn Manor School Board met for an Executive Session to discuss Personnel and Student Matters.

The Penn Manor School Board met as a Committee of the Whole at 7:07 p.m. on the above date in the Auditorium at Manor Middle School. The meeting was called to order by Board Vice President, Dr. Joseph Fullerton. The following directors were present: Dr. Richard Frerichs, Dr. Joseph Fullerton, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz 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, Mark Burkholder, Loren Brown, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 20 people were watching via YouTube.

Dr. Fullerton announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, May 3, 2021 at 7:00 p.m. in the Manor Middle School Auditorium.

Dr. Fullerton asked if there were any additions or corrections to the Minutes of the April 6, 2021, Committee of the Whole 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. Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Fullerton asked for any Citizen's Comments. Becky Spezialetti and Jennifer Barley both sent emails to the board. They are both concerned about their high school children being quarantined and missing lacrosse. They are asking for something to be done to prevent this.

The upcoming board opportunities were reviewed. Mr. Jackson reported on the Sectional PSBA meeting and the NSBA convention. Mrs. Wert reported on the Lancaster County Academy JOC meeting. The LCA will be renting space from Central Penn at a reduced cost from their previous lease with HACC and is also looking at opening a secondary location. Dr. Fullerton attended the L-L IU13 meeting and reported that Matthew Stem was hired as the new assistant executive director. Stem currently serves as the Deputy Secretary of Elementary and Secondary Education for PDE. Mrs. Nafziger reported that the PMEF golf outing is at capacity.

Dr. Egan introduced Angela Neef to the board. Ms. Neef is a new elementary special education teacher.

Dr. Leichliter and Mr. Wallace reviewed the revised community relations plan which was part of the superintendent's goals for 2020-2021.

Dr. Lechlitter, Dr. Egan, and Dr. Gale reviewed information from the district enrollment study including a recommendation related to the current middle school attendance boundaries as well as implications for future planning. The recommendation is for all current sixth grade students at Letort Elementary to attend Marticville Middle School to balance class sizes. Approval for placement of this item on the May 3, 2021 board agenda was approved on a motion by Mr. Straub 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Egan, Dr. Gale, and Dr. Kreider reviewed the tentative professional development program for professional staff for the 2021-2022 school year.

Mr. Johnston reviewed the 2020-2021 revenue and expense budgets through the first nine months of the fiscal year.

Mr. Johnston provided an update on the 2021-2022 proposed budget.

The Committee of the Whole adjourned at 8:12 p.m.

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Dr. Joseph G. Fullerton, Vice President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**April 19, 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 Vice President Dr. Joseph Fullerton at 8:12 p.m. followed by a moment of silence and flag salute.

Dr. Fullerton announced that the next scheduled meeting will be held on Monday, May 3, 2021, 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. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz was absent. Present from the administrative staff were Dr. Michael Lechlitter, 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, Mark Burkholder, Loren Brown, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 20 people were watching via YouTube.

Dr. Fullerton asked if there were any Citizen's Comments. There were none.

Dr. Fullerton asked the board whether there were any additions or corrections to the Minutes of the April 6, 2021 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, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Lechlitter provided the Superintendent's report. He shared that the school year is winding down. The spring musical offered via video with a small in-person audience was very well done. Upcoming concerts will be live streamed with a small in-person audience of family members.

Mr. Johnston presented for payment the March 2021 bills. It was moved by Mr. Straub and seconded by Dr. Frerichs to authorize payment of the bills:

General Fund	\$ 9,145,205.54
Food Service Fund	\$ 86,096.76
PMSD Capital Reserve Fund	\$ 157,879.32
PSDLAF Cap Reserve Fund	\$ 16,925.00
2018 Construction Fund	\$ 2,004,490.39
Student Activity Fund	\$ 5,344.85

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, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

**Item 1. Review of School Board Meeting Agenda** – Dr. Fullerton

**Item 2. Consent Agenda for Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Judicial Review
- B. Special Education Legal Consortium Membership at the cost of \$1,087 for the term of July 1, 2021 through June 30, 2022.
- Explanation: This is the eighth year we will participate as part of the IU13 cost savings measure.*

- C. Student Teaching Affiliation Agreement between Penn Manor School District and Grand Canyon University from April 2021 to June 2023.

- D. Merchant Services Agreement with Municipay

*Explanation: This agreement would allow for credit card payments and eChecks for taxes, student obligations and fees, and potential accounts receivable payments.*

- E. Agreement with Seesaw for learning software for the 2021-2022 school year.

*Explanation: Seesaw online learning software platform for students in grades K-2 in the amount of \$7,053.75.*

**MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 2A-E:**

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, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

**Item 3. 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. Professional Staff Employment and Change in Status of the individuals listed per the effective date for the 2021-2022 school year.
- C. Leave to the individual according to the terms listed:  
**Professional:**  
*Employee K52* - “Revised” Family Medical Leave postponed until April 28, 2021-  
 End of School Year  
*Employee K53* - Intermittent Family Medical Leave - March 1, 2021-Sept. 1, 2021
- D. Resignation of the individuals listed per the effective date:

Edward D. Baer, Learning Support Teacher, Marticville MS, effective 8/22/21  
 Heather Good, Cafeteria/Building Aide, Central Manor, effective 4/22/21  
 Karly Fawber, Building Aide, Marticville MS, effective 4/23/21  
 Jaime Eby, Payroll Coordinator, District Office, effective 5/7/21

- E. Retirement of the individual listed per the effective date:  
 Trasee Bleacher, Cafeteria Manager, Martic, effective 6/4/21
- F. Eureka Pilot (Kindergarten, 1st and 2nd grade)
- |               |                  |
|---------------|------------------|
| Alison Witmer | Carin Leisure    |
| Maggie Kyper  | Casie Saxton     |
| Cristen Appel | Karen Devenburgh |
| Maribeth Zurn | Megan Miller     |
| Tricia Adams  | Gisele Siebold   |
| Kerry Bushong | Larisa Garpstas  |
| Lisa Bohannon | Patricia Detter  |

*Explanation: Teachers participate in training and piloting materials from Eureka Math to a maximum of four hours per teacher*

- G. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2020-21 school year:  
 Brynn Raub  
 Justine Lemon  
 Maggie Wunder  
 Savanna Sutch
- H. Elementary and secondary tutors to address learning loss up to a maximum of 24 hours per tutor at the hourly professional rate stipulated in the collective bargaining agreement. American Rescue Plan funds will be used for this initiative.  
 Sallie Bookman

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-M:** It was moved by Mr. Straub 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, yes; Carlton Rintz, absent; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:19 p.m.

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Dr. Joseph G. Fullerton, Vice President

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Cindy Rhoades, Secretary