

**Minutes
Committee of the Whole
May 17, 2021**

The Penn Manor School Board met at 6:00 p.m. for an Executive Session to discuss the Superintendent Evaluation (Preparation of Board President's Letter to the Superintendent) and Personnel.

The Penn Manor School Board met as a Committee of the Whole at 7:00 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 (entered the meeting at 7:13 p.m.), Mr. Wardell Jackson, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mrs. Nickole Nafziger 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, Chip Mathias, and Cindy Rhoades, Board Secretary. Fifty-eight district residents attended the meeting. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 57 people were watching via YouTube.

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

Mr. Rintz asked if there were any additions or corrections to the Minutes of the May 3, 2021, Committee of the Whole 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. Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Rintz asked for any Citizen's Comments. Mary Kay Fair and Amy Wall, district residents who represent the Penn Manor Education Association, emailed a letter to the board to voice support for the district's decision to follow the CDC and PDE recommendations for the remainder of the 2020-2021 academic school year. The following district residents addressed the board and expressed their concern with children being required to wear masks during the school day - Ashlee Boyer, Pat Roehm, Martin Peak, Heather Garber, Heather Myer, Anne Marie DiCarlo, Del Hess, Doreen Hershey, Jere Martin and Michelle Keller. Quay Hanna voiced his concerns about the way that equity is being taught in the schools and shared that he is part of a group opposing Critical Race Theory.

The upcoming board opportunities were reviewed. Ms. Wert reported that three Penn Manor students will graduate from the Lancaster County Academy on June 5.

Mr. Johnston provided an update on the 2021-2022 proposed final budget. The prepared budget will be advertised for final adoption on June 21, 2021. Approval for placement of this item on the May 17, 2021 board agenda was approved on a motion by Mr. Paitsel 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, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Lechliter and Dr. Gale presented a request from the Stone Independent School requesting that Penn Manor open the co-op for athletics to the following additional varsity sports – Golf, Field Hockey, Basketball (girls and boys), Lacrosse (girls and boys) and the following junior high sports – Field Hockey, Basketball (girls and boys), Cross Country/Track, Football, Soccer (girls and boys). Approval for placement of this item on the May 17, 2021 board agenda was approved on a motion by Ms. Wert and seconded by Mr. Paitsel. The following voice vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Dr. Egan and Dr. Gale reviewed information regarding the school district's Flexible Instructional Days application to be submitted to the Pennsylvania Department of Education. Approval for placement of this item on the May 17, 2021 board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Paitsel. The following voice vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, absent; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:14 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
May 17, 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 8:14 p.m. followed by a moment of silence and flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, June 7, 2021, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs, Dr. Joseph Fullerton, Mr. Wardell Jackson, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mrs. Nickole Nafziger 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, Chip Mathias, Baron Jones, and Cindy Rhoades, Board Secretary. Fifty-eight district residents attended the meeting. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 57 people were watching via YouTube.

Mr. Rintz asked if there were any Citizen's Comments. Anne Marie DeCarlo and Michelle Keller expressed their concerns with students wearing masks during the school day.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the May 3, 2021 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Ms. Wert 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, absent; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. Pennsylvania Agriculture Secretary Russell Redding visited the high school to tour the agricultural education classrooms and shops. He announced the recipients of the 2021 Ag & Youth Program grants. Penn Manor received one of the grants. Last week the high school held the senior sports awards ceremony in the auditorium and this week the senior awards will be held.

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

General Fund	\$ 3,840,605.17
Food Service Fund	\$ 148,816.94
PMSD Capital Reserve Fund	\$ 308,000.00
PSDLAF Cap Reserve Fund	\$ 101,505.75
2018 Construction Fund	\$ 4,621,615.40
Student Activity Fund	\$ 5,807.04

The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, absent; David Paitsel, yes; Carlton Rintz, absent; 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 Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. The Lancaster County Academy Proposed Budget for 2021-2022
- B. Second and Final Reading of Revised School Board Policies - [004-BOG-7 Oath Certificate, 137.1, 150, 810.1, and 810.3](#)
- C. Adoption of the 2021-2022 Penn Manor School District Proposed Final Budget
 - 1. Adoption of a proposed final budget for 2021-2022 listing expenditures in the amount of \$98,551,146.
 - 2. Adoption of the resolution authorizing the advertising of the tentative budget and setting the date of June 21, 2021 for consideration of the final budget
- D. Penn Manor School District Flexible Instructional Day program, in accordance with Act 64 of 2019, effective the beginning of the 2021-2022 school year.
- E. Cooperative Athletic Agreement with The Stone Independent School

Explanation: The Stone Independent School is requesting that Penn Manor open the co-op for athletics to the following additional varsity sports – Golf, Field Hockey, Basketball (girls and boys), Lacrosse (girls and boys) and the following junior high sports – Field Hockey, Basketball (girls and boys), Cross Country/Track, Football, Soccer (girls and boys). Approval of a cooperative agreement for athletics to be submitted to the PIAA with the Stone School of Lancaster.

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

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, absent; 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 of Graduates – The members of the Class of 2021 to receive their diplomas provided that they have met the necessary criteria as established by the board policy to be considered as graduates.
- B. Special Education Contract with Intermediate Unit 13 to provide special education services, special education support services in 2021-2022 and to set hourly rates for services for interpreters, physical therapy and occupational therapy.

- C. IU13 Job Training Services contract for Job Training Services provided by IU13 for the 2021-2022 school year

Explanation: This contract is based upon preliminary unit costs of \$386.25 per day in the 2021-2022 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records.

- D. IU13 Occupational/Physical Therapy Services provided by IU13 for the 2021-2022 school year

Explanation: This contract is based upon preliminary unit costs of \$131.00 per hour in 2021-2022 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records.

- E. IU13 Speech/Language Services provided by IU13 for the 2021-2022 school year

Explanation: This contract is based upon preliminary unit costs of \$131.00 per hour in the 2021-2022 school year. Reconciliation will be done at the end of the school year to adjust the costs based upon actual expenditures and membership records. (This service will be provided only to Penn Manor students in placements outside of the Penn Manor School District.)

- F. PSBA All Access Package - Membership in the Pennsylvania School Boards Association, for the 2021-2022 school year and payment of dues in the amount of \$16,604.57.

- G. NRG Service Agreement – Central Manor /Conestoga /Eshleman/ Hambright/ Letort/Martic/Pequea/ Marticville Middle

Explanation: Service agreement with NRG for the building automation services, automatic temperature controls and access control/security effective July 1, 2021 through June 30, 2022, including the Repair, Labor and Materials option.

- H. Energy Management Program Service Agreement with Water Treatment by Design, LLC to service systems all school buildings from 7/1/2021 through 6/30/2022.

Explanation: To provide chemicals and equipment necessary to maintain appropriate levels during the contract period.

- I. Approval of contract for Dr. Kara Schmidt

Explanation: Dr. Kara Schmidt is reviewing district documents to provide feedback and recommendations regarding educational programming for a student with disabilities.

- J. Approval of textbook for grades K-2, Eureka Math, Published by Great Minds, 2016. Student edition books in the amount of \$64,314.00

Explanation: Student editions math books and digital licenses for grades K-2.

- K. Approval of manipulatives for grades K-2, Eureka Math. Class sets in the amount of \$24,650.00
- Explanation: Class sets of manipulatives which support Eureka Math curriculum.*
- L. Contract Approval for Elaine Torres, Spanish speaking psychologist, to conduct special education evaluations at \$90.00 per hour as needed through June 30, 2022.
- M. Agreement with Miller & Sons to provide daily operational service to Marticville Middle School, Martic Elementary School, Conestoga Elementary School and Central Manor Elementary School per the attached 2-year proposal.
- N. Agreement with Miller & Sons to provide control valve replacement for the automatic softener system controls and plumbing at Manor Middle School per the attached proposal.
- O. Agreement with Miller & Sons to provide control valve replacement for the automatic softener system controls and plumbing at Hambright Elementary School per the attached proposal.
- P. Agreement with Lancaster-Lebanon Intermediate Unit 13 (IU13) for training on Engaging All Learners in August of 2021 for an amount not to exceed \$3,800.
- Q. Agreement with Production Express for audio and stage equipment for Penn Manor High School Commencement 2021
- R. Agreement with Penguin Productions for video services for Penn Manor High School Commencement 2021
- S. Agreement with Hess Tents for tent structures for Penn Manor High School Commencement 2021
- T. Agreement with MartinCFS for flooring and chairs for Penn Manor High School Commencement 2021
- U. HVAC Preventive Maintenance Proposal with Enginuity for the cooling tower at Hambright Elementary School.
- V. HVAC Preventive Maintenance Proposal with Enginuity for the condensing boiler and water heater at Letort Elementary School.
- W. HVAC Preventive Maintenance Proposal with Enginuity for the cooling tower, air-cooled chiller and centrifugal chiller at Manor Middle School.

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

It was moved by Mr. Sweigart 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, absent; 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 Employment and Change in Status of the individuals listed per the effective date for the 2021-2022 school year.
- B. Support Staff Employment and Change in Status of the individuals listed per the effective date for the 2020-2021 school year.
- C. Resignation of the individuals listed per the effective date:
 Nancy Morrell, Substitute Nurse-RN, effective 5/1/21
 Timothy Hite, Strength Training/Weight Room, High School, effective 6/4/21
- D. Retirement of the individuals listed per the effective date:
 Amos Stauffer, 12 month Custodian, Pequea, effective 6/4/21
 Irvin Weaver, 12 month Custodian, Central Manor, effective 7/9/21
- E. Leave to the individual according to the terms listed:
 Professional:
 Employee K61 - Family Medical Leave - April 29, 2021-June 4, 2021
 Employee K62 - Family Medical Leave - September 10, 2021-December 2, 2021
 Child Rearing Leave - December 3, 2021-January 20, 2022
 Classified:
 Employee K60 - Family Medical Leave - April 6, 2021-June 18, 2021
- F. Summer hours - The administrative staff is recommending the approval of up to 10 additional days during the summer of 2021 for Dr. Peggy Anastasio, Julie Yost, and Carly McPherson to be paid at per diem rate.
- G. The administrative staff is recommending the approval of the following individuals to be paid at the professional rate to perform curriculum writing:
 Julie Yoder
 Larissa Garpstas
 Kerri Bushong
 Amy Adair
- H. ReSet Instructor:
 Julie Yost
- I. Middle school teachers to lead summer remediation sessions of up to 41 hours per teacher at the hourly professional rate stipulated in the collective bargaining agreement. American Rescue Plan funds will be used for this initiative.

- J. High school teachers to lead summer credit recovery program of up to 80 hours per teacher at the hourly professional rate stipulated in the collective bargaining agreement. American Rescue Plan funds will be used for this initiative.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-J: It was moved by Dr. Frerichs and seconded by Mr. Paitsel to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, absent; 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.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary