

**Minutes
Committee of the Whole
September 7, 2021**

The Penn Manor School Board met virtually for an Executive Session at 4:00 p.m. to consult with the School Solicitor for legal advice and in person at 6:40 p.m. to discuss Personnel (Resignations, Leaves).

The Penn Manor School Board met as a Committee of the Whole at 7:02 p.m. on the above date in the Auditorium at Penn Manor High School. The meeting was called to order by Board President, Mr. Carlton Rintz. The following directors were present: Dr. Richard Frerichs, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Joseph Fullerton attended by telephone. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting were approximately 200 district residents, Dr. Dana Edwards, Mrs. Chris Smith, Doug Eby, Baron Jones, Brian Wallace, Luis Nieves, LNP correspondent, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 646 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, September 20, 2021 at 7:00 p.m. in the Manor Middle School Boardroom. The location may be changed if additional space is needed.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the August 16, 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 call 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. Egan and Dr. Gale introduced several of the new teachers. Elementary teachers Kimberly Baker, MaKaila Campo, Laurie Harnish, Timothy Hite, Emily Mader, Gisele Siebold, Rachel Suter, and Molly VanLeuvan, and secondary teachers Diana Chronister, Amy Hankle, Noelle Henderson, and David Long were welcomed to the district.

Dr. Leichliter and Dr. Gale introduced Michael Fowler as the new assistant principal at Penn Manor High School. Mr. Fowler has served the district as a high school math teacher for the past fourteen years.

Mr. Paitsel made a motion to limit citizen's comments to three minutes to accommodate the large number of audience members present. The motion was seconded by Dr. Frerichs. The following call 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, no; Ms. Wert, no.

Mr. Rintz asked for any Citizen's Comments. Eleven comments were emailed to the board secretary from district residents prior to the meeting and shared with the board and posted on

the agenda. District residents, Mary Walters, Barbara Buchko, Laura Timms, M.K. Stohman, Lauren Hauck and Scot Ferre, supported mask wearing for the 21-22 school year. District residents Joyce Hoffman, Abby Martin, Kevin Hostetter, Brooke & Jason Anderson, and Donna Smith are in favor of parental choice for masks. The following district residents addressed the board in person. Joe Grapes, Christopher Christaldi, Julia Whitfield, Martin Peak, David Bitterman, Lorianna Sprague, Sal Dejewski, Casey Cohan, Ashlee Boyer, Vanessa Acosta, Britni Stack, Nikol Turner, Joe Wenger, Erika Sanders, Justine Stitzer, Jared Langevin, Donna Switzer, Clarissa Bell, David Howell, Becky Howell, Ashley Rineer, Ken Eckert, Emily Lefever, Laura Lebo, Becky Harnish, Jocelyn Izzo, Carrie Keener, Ray Caldwell, Jeff Sugden, Melissa Sikorski, Kevin Hostetter, Michelle Keller, Stephanie Wolfe, Joe Colyer, Heather Myer, Marie Harbold, Missy Phelan, Rebecca Mauger, William Hapke, Pat Frampton, Nate Mann, Aaron Sullivan, Adam Miller, Phil Smith, Katrina Smith, and Kim Paterson supported making mask wearing a parental choice. District resident Sarah Dickey spoke in support masks. High school students Gabe Sullivan, Mackenzi Nafziger, Grace Gerner, Caroline Shenk, and Roz spoke in support of not wearing masks.

The upcoming board opportunities were reviewed. Mrs. Nafziger reminded the board about the annual PMEF fundraising dinner to be held on September 19. Mr. Straub reported on the August 26 LCCTC JOC meeting. Of the 1,530 students enrolled in the CTC this year, Penn Manor has the most students at 11%.

Mr. Rintz gave an update on the opening of school with a presentation on the new Face Covering Order from the PA Secretary of Health. As a result of comments presented in the citizen's comment portion of the meeting expressing frustration with the inability to obtain a physician's note for a mask exemption, a motion was made by Mr. Sweigart to have the district extend until September 21, 2021 the need for a physician's note to provide a mask exemption for students or staff without consequences and have the administration seek legal counsel regarding the requirements for a medical exception. The motion was seconded by Mr. Paitsel. The following call vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, no; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

Mr. Eby, Dr. Edwards and Mrs. Smith provided an update on the secondary summer programs held for students.

Dr. Leichliter reviewed the milestones for goals created during the annual Board retreat in June. Approval for placement of this item on the September 7, 2021 board agenda was approved on a motion by Mr. Jackson and seconded by Mrs. Nafziger. The following call 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; and Ms. Wert, yes.

Mr. Rintz reviewed the PSBA Officers slate of candidates. PSBA offices to be determined are President-elect, Vice President, East Zone Representative, Section 7 Advisor, and Insurance Trustees. The majority vote by the board will determine which candidates receive the school board's official vote. Approval for placement of this item on the September 7, 2021, board agenda was approved on a motion by Mr. Jackson and seconded by Mr. Straub. The following call 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 Committee of the Whole adjourned at 11:05 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
September 7, 2021

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Auditorium of Penn Manor High School following the Committee of the Whole meeting. The meeting was called to order by Board President Mr. Carlton Rintz at 11:06 p.m. followed by a moment of silence and flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, September 20, 2021, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Dr. Joseph Fullerton was absent. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting were approximately 25 district residents, Baron Jones, Brian Wallace, Luis Nieves, LNP correspondent, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 646 people were watching via YouTube.

Dr. Leichliter announced, in compliance with new provisions of the Sunshine Act, that the Penn Manor School Board added item 2D to this meeting by a majority vote of the Committee of the Whole and in compliance with the provisions to add items after the publication of the agenda.

Mr. Rintz asked if there were any Citizen's Comments. The following district residents addressed the board. Becky Harnish thanked the board for their hard work. Brett Eshleman shared that OSHA laws regarding mask should be reviewed. Michelle Keller expressed her concern on the mental impact of masks on children. Loren Brown shared that he is unhappy with the decisions made the board.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the August 16, 2021 meeting. Hearing none, it was moved by Mrs. Nafziger and seconded by Mr. Jackson to approve the minutes as printed. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, absent; 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.

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. 2022-2023 Budget Calendar
- B. Approval of Superintendent Goal Milestones

- C. Voting for PSBA Officers
 President-elect – Sabrina Backer
 Vice President – Allison Mathis
 East Zone Representative – Edward Brown
 Section 7 Advisor – Justin Warren
 Insurance Trustees – Richard Frerichs, William LaCoff, Nathan Mains (vote for 3)
- D. The district will extend until September 21, 2021 the need for a physician’s note to provide a mask exemption for students or staff without consequences and has directed the administration to seek legal counsel regarding the requirements for a medical exception.

Explanation: This item was added to the Voting Meeting Agenda from the Committee of the Whole on September 7, 2021 as a result of comments presented in the citizen’s comment portion of the meeting expressing frustration with the inability to obtain a physician’s note for a mask exemption.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A,B and D:

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, absent; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2C:

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, abstained; Joseph Fullerton, absent; 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. Approval and Advertising of the Bus Routes for the 2021-2022 school term and also approval for advertising of the same. A copy of bus routes is on file in the Transportation Office.

Explanation: Routes are compiled annually by the Transportation Coordinator in anticipation of expected bus routing requirements.

- B. Pennsylvania Constables to provide security for the school district during the 2021-2022 school year for athletic and co-curricular activities at the rate of \$34.30 per hour.
 Mike Phenneger
 Brad Weinoldt
 Tom Graver
 Jeff Jackson

- C. Approval of agreements with Outside Agencies providing services to students:
 PA Comprehensive Behavioral Health
 PA Counseling Service
 TEAMCare Behavioral Health
 TW Ponessa
 Youth Advocate Program
 Community Service Group (CSG)
 Chester County IU (CCIU)
 Philhaven/Wellspan
- D. Approval of the submission of the 2021-2022 Consolidated Application for Federal Program Grants for a total of \$1,169,942. Title I, Part A - Improving Basic Programs Grant \$949,217; Title II, Part A – Supporting Effective Instruction Grant \$165,705; and Title IV, Part A, Student Support and Academic Enrichment Grant \$55,020.
- E. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title 1 Services for Penn Manor resident students who are academically qualified, but attend non-public schools for school year 2021-2022 for a total of \$21,082.
- F. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title IIA professional development services to one non-public school for the benefit of Penn Manor resident students who attend non-public schools for school year 2021-2022 for a total of \$2,817.
- G. Contracted Agriculture Student for the 2021-2022 school year
 Danielle Oatman (Columbia School District)
- H. Acceptance of Gift from The Ressler Mill Foundation for 450 copies of dictionaries to be used for 3rd grade classrooms.
- I. Contract for student with an IEP to attend a specialized program through the School District of Lancaster
- J. School Counseling Advisory Board:
 Jacob Marino - Grace Church
 Megan Wysock- Thaddeus Stevens
 Nicki Nafziger- School Board Rep
 Katy Charles- Millersville University Admissions
 Valerie Hatfield - Workforce Investment Board
 Elizabeth Thyrum- parent and MU Psychology Professor
 Lauren Hauck- Parent
 Dave Patterson- Wiley's Pharmacy
 Jan Mindish - PMEF
 Valerie Minnich- Samaritan Counseling Center
 Etsub Taye- Student Rep
 Kim Myer- TeamCare Behavioral Health
 Kate Black- Winner's Circle Center at Herrbrook Farm
 Chala Thomas- HACC Admission
 Lynette Good- CTC

Ryan McFadden- Lancaster County Academy
 Mike Cortez- Parent
 Josh Martin- Warfel Construction

Explanation: This committee is required by the Department of Education as part of the Chapter 339 plan approved by the School Board.

- K. MOU for School Psychologist and Speech Therapist Services from eLuma
- L. Contracted school psychologist to complete state mandated evaluations and reevaluations as part of the special education process
- M. Software Services Agreement with Edmentum

Explanation: 1 year agreement for Study Island learning software

- N. Approval of the Middle School Code of Conduct
- O. Approval of the High School Code of Conduct
- P. Radio Communications Agreement with Triangle Communication

Explanation: Agreement to install a new digital radio repeater and handheld radios at Penn Manor High School. The system will be used for campus safety and emergency communications.

- Q. 2021-2022 School Term Field Trip Rates

Explanation: Rates for field trips are re-calculated annually based upon changes in the CPI.

- R. Athletic Measures of Success: Revised Measures of Success and new Rubric

Explanation: Both the revisions and the associated rubric have been presented at board meetings during August 2021.

- S. Acknowledgement of Superintendent's revisions to administrative regulations: Revised 122-AR-2. Code of Conduct for Cocurricular Activities

Explanation: The Superintendent has updated 122-AR-2 as per the request of the Board of School Directors as part of the Superintendent's Goals for 2021-2022.

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

K-S: 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, absent; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3J:

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, absent; Wardell Jackson, yes; Nickole Nafziger, abstained; 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 2021-2022 school year
- B. Resignation of the individual listed per the effective date:
 Laura Banta, Food Service, High School, effective 8/20/21
 Tina DiLuzio, Food Service, High School, effective 9/2/21
 Jennifer Axe, Food Service, Manor MS, effective 8/29/21
 Jessica Breidenstein, Building Aide, Pequea, effective 9/2/21
 Tonya Cromwell, RTL Level 1/Playground Aide, Pequea, effective 8/23/21
 Doraleen Schroeder, RTL Level 1 Aide, Pequea, effective 8/12/21
 Kathryn McDonald, RTL Level 2 Aide, Pequea, effective 8/26/21
 Tara Beakes, Building Aide, Central Manor, effective 9/10/21
 Joshua Belford, Health & PE, HS, effective 8/17/21
- C. Leave to the individuals according to the terms listed:
Classified:
Employee L4 - Leave of Absence - August 30, 2021 – November 7, 2021
- D. 2021-2022 High School Co-curricular Positions
Explanation: Co-curricular positions are approved annually based upon rosters submitted by building principals.
- E. 2021-2022 Department Coordinator Stipends
- F. 2021-2022 Secondary Music Program Co-Curricular Stipends
- G. Seasonal Weight Room coverage provided by Scott Evans at the rates cited below for the 2021-2022 school year.
 88 scheduled summer weight room hours at \$28.42 per hour
 114 scheduled fall weight room hours at \$28.42 per hour
 120 scheduled winter weight room hours at \$28.42 per hour
 134 scheduled spring weight room hours at \$28.42 per hour
 100 Team Training hours at \$28.42 per hour
 30 FAST hours at \$28.42 per hour
- H. 2021-2022 Marticville Middle School Co-Curricular Positions

- I. 2021-2022 Manor Middle School Co-Curricular Positions
- J. Dental Hygiene Services provided by Tris Shenigo at the rate of \$28.00 per hour, not to exceed 221 hours for the 2021-2022 school year
- K. 2021-22 eSports Stipends:
- | | | |
|---------------|---------------------|---------|
| Nick Joniec | Esports Coordinator | \$5,945 |
| Scott Hertzog | Esports Ambassador | \$5,945 |
| Tyler Loyd | Esports Asst Coach | \$3,000 |
- L. Approval of employment contract - Mr. Christopher L. Johnston for the period of July 1, 2022 to June 30, 2026 (available upon request).
- M. Athletic Worker - Barry Groff
- N. 2021-22 Fall Volunteer Coach:
- Alex Behmer
 - Joseph Ditmer
 - Angie Hunsberger
- O. Mentors for the 2021-2022 school year

Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the Comprehensive Plan.

- P. Coaching mentor for new coach

Explanation: Approval of Larry Bellew as coaching mentor for the 2021-2022 school year with a stipend of \$500.00.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-P: 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, absent; 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 11:23 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary