

**Minutes
Committee of the Whole
November 15, 2021**

The Penn Manor School Board met at 5:00 p.m. for an Executive Session to discuss the Superintendent Search, Personnel (Resignations and Retirements) and a Student Judicial Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:03 p.m. on the above date in the Board Room 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting were several district residents, Brian Wallace, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 92 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, December 6, 2021 in the Manor Middle School Board Room at the conclusion of the Board Reorganization Meeting at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the November 1, 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, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Dr. Fullerton reported on the IU13 board meeting. Ms. Wert reported that the Wellness Committee met. Some suggestions from the group were to offer Grab and Go breakfast at Marticville Middle School, include wellness curriculum in academic classes, encourage non-food birthday treats at the elementary level and encourage the booster clubs to provide a healthy snack for students participating in after-school activities. Mr. Jackson announced that there is a meeting for PSBA on November 16 at 12:30 for all school board directors. Mrs. Nafziger reminded the board about the ExtraGive on Friday, November 19 and that Bert's in Millersville would be hosting a watch party.

The board recognized outgoing School Board Directors Dr. Richard Frerichs and Mr. David Paitsel. Dr. Frerichs is completing twenty-four years of service on the Penn Manor Board of School Directors and Mr. Paitsel is completing eight years of service. Dr. Frerichs and Mr. Paitsel did not seek re-election. A board resolution was read and presented to Dr. Frerichs. Mr. Paitsel was absent but will also receive a board resolution.

Mrs. MaryKay Fair, President of PMEA, announced that the 381 bargaining unit members overwhelmingly approved the new negotiated agreement.

Ms. Erin Eckerd and Mr. Nathan Mains from the Pennsylvania School Boards Association (PSBA) recognized the following Penn Manor School Board Directors for their service. Mr. Paitsel and Dr. Fullerton were recognized by the Pennsylvania School Boards Association (PSBA) for 8 years of service as a school board director in Penn Manor. Mr. Straub was recognized for 12 years of service and Dr. Frerichs was recognized by PSBA for 24 years of service as a school board director in Penn Manor. School board directors in the Commonwealth of Pennsylvania are volunteer positions secured through the election process every four years by the populace of the school district for which they serve.

Dr. Leichliter reviewed changes made to board policies 006, 146.1, 218.1, 218.2, 236.1, 246, 247, 249, 800.1, 805.2, 805, 903, and 916 as recommended by the Pennsylvania School Boards Association (PSBA) policy service. Approval for placement of the first reading of these policies on the November 15, 2021, board agenda was approved on a motion by Dr. Frerichs and seconded by Mr. Sweigart. 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; Ms. Wert, yes.

Mr. Rintz and Dr. Leichliter provided a summary of procedures for the upcoming board reorganization meeting.

Mr. Straub and Dr. Leichliter provided a summary of financial discussions taking place by the Joint Operating Committee and Professional Advisory Committee of the Lancaster County Career and Technology Center.

Dr. Leichliter and Mr. Johnston provided an overview of proposed changes to the district's Facilities Rental Policy and agreements. Approval for placement of this item on the December 6, 2021, board agenda was approved on a motion by Mr. Jackson 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; Ms. Wert, yes.

Dr. Egan reviewed the 3 year Comprehensive Plan, Academic Standards and Assessment Requirements, Induction Plan, Professional Education Plan, Student Services Assurances and Gift Education Plan Assurances. The plan will be posted for 28 days. After final adoption by the School Board, it will be submitted to the PA Department of Education. Approval for placement of this item on the January 3, 2022, board agenda was approved on a motion by Mrs. Nafziger and seconded by Mr. Sweigart. 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; 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
November 15, 2021

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School following the Committee of the Whole meeting. The meeting was called to order by Board President Mr. Carlton Rintz at 8:15 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, December 6, 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. 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting were several district residents, Brian Wallace, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 92 people were watching via YouTube.

Mr. Rintz asked if there were any citizens who wanted to comment on action items on the board voting agenda. District resident, Keely Childers Heany, sent a comment to the board secretary in support of the mask mandate being upheld in the schools. District resident, Missy Phelan does not agree with raising the fees for facility use by school groups. Justine Stitzer supports the Health & Safety Plan regarding parental choice on mask wearing. Eric Stitzer is in favor of a resolution against masks. Michelle Keller feels the district should look for new legal representation. Shane Welch is happy that mask wearing restrictions are more relaxed.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the November 1, 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, yes; David Paitsel, absent; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. Friday and Saturday the fall play, *Clue*, will be performed at the high school. John Brubaker was named Section 1, Best Coaching Performance for football. The boys soccer team received the Best Sportsmanship Award. Dr. Leichliter reported that cyber charter enrollments for the past three years were as follows 2019-70, 2020-158, 2021-140.

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

General Fund	\$ 4,659,298.69
Food Service Fund	\$ 134,333.85
PMSD Capital Reserve Fund	\$ 10,560.00

PSDLAF Cap Reserve Fund	\$	129,680.93
2018 Construction Fund	\$	1,688,805.69
Student Activity Fund	\$	8,081.30

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 1. **Review of School Board Meeting Agenda** – Mr. Rintz

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

- A. Creation of a Girls Wrestling Team
- B. First Reading of Revised School Board Policies
 006,146.1,218.1,218.2,236.1,246,247,249, 800.1,805.2,805,903,916
- C. Resolution regarding the 2021 Penn Manor Health and Safety Plan

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

It was moved by Mr. Sweigart 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. Election of Solicitor and Bond Counsel – Kegel Kelin Litts & Lord LLP – The law firm of Kegel Kelin Litts & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2022.
- B. Election of Special Counsel for Special Education – McNeas Wallace & Nurick LLC – The law firm of McNeas Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2022. Services will be limited to special education matters.
- C. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2022. Services will be limited to labor matters.
- D. Election of Special Counsel for Workers' Compensation – The law firm of Cipriani & Werner be appointed as special counsel for the school district for the calendar year 2022. Services will be limited to Workers Compensation.

Explanation: Cipriani & Werner is the appointed counsel for the LLPSIP Workers

Compensation Pool. Discounted rate for 2021-22 is \$185 for Attorneys and \$110 for paralegals.

- E. Judicial Review
- F. Approval of revised position description for Systems Engineer.
- G. Market Street Sports Agreement for Wheatland FCU.
- H. Independent contractor agreement with Billings Bilingual for translation of special education documents.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A-

H: 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, 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 2021-2022 school year
- B. Retirement of the individuals listed per the effective date:
 - Bonni Bauman, 12 month Custodian, Central Manor, effective 12/31/21
 - Shelby Foster, Technology, effective 2/11/22
 - Christopher Cameron, 12 month Custodian, High School, effective 10/29/21(date change)
- C. Resignation of the individual listed per the effective date:
 - Julia Aukamp, Ready to Learn, Level 1 Aide, effective 11/8/21
- D. Winter Coaches as listed
- E. Elementary Tutors for the 2021-2022 school year at a rate of \$34.00 per hour.

Megan Miller	Maggie Kyper
Heather Fellenbaum	Beth Mitchell
Janet Ochs	Tanya Johnson
Taylor Miller	Nancy Jo Johnson
Kate Cox	Patty O'Brien
Amy Wall (before school)	Grace Painter
Lisa Roth Walter (after school)	Kathy Houck
Lorien Gilbert	Amy Flores
Beth Schoelkopf	Shannon Madara
- F. 2021-2022 Department Coordinator Stipend

Stephanie Herrmann	Special Education, Elementary	\$3,275
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- G. Professional Leave of the individual listed, for the spring semester of the 2021-2022 school year, for the purpose of study pending appropriate documentation of courses. The individual will be taking the required number of credits in accordance with the district Compensated Professional Leave Policy #338.1.
- H. Collective Bargaining Agreement with Penn Manor Education Association effective July 1, 2022 - June 30, 2026

Explanation: The administration is recommending approval of a collective bargaining agreement with the Penn Manor Education Association (PMEA).

- I. Director of Student Support Services – The administrative staff is recommending Dr. Peggy Anastasio be appointed Director of Student Support Services to start no later than February 1, 2022 at a salary of \$130,000 prorated from final start date.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-I: It was moved by Dr. Frerichs 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 Paitzel, absent; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Mr. Rintz asked if there were any citizens who wished to make a comment to the board. District resident Missy Phelan feels that the Penn Manor Virtual School needs to offer honors classes and that the district needs to review the curriculum being offered. She also feels that the parking at the high school is a nightmare.

The meeting was adjourned at 8:44 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary