

**Minutes
Committee of the Whole
August 21, 2023**

The Penn Manor School Board met at 5:00 p.m. for an Executive Session to discuss a Legal Matter (Real Estate and Policy) and Personnel (Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. on the above date in the large group instruction room at Penn Manor High School, 100 E. Cottage Avenue, Millersville, PA. The meeting was called to order by Board President, Mr. Carlton Rintz. The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mr. Anthony Lombardo, Mrs. Nickole Nafziger, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Present from the administrative staff were Dr. Philip Gale, Dr. Jerry Egan, Dr. Krista Cox, Mr. Daniel Forry, Ms. Denise Galen, and Mr. Charlie Reisinger. Also in attendance for the meeting: several district residents, Mr. Robert Spicer, LNP Correspondent, Mr. Brian Wallace, Mr. Keith Henninger, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 13 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Tuesday, September 5, 2023 in the large group instruction (LGI) room at Penn Manor High School at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the August 7, 2023, 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. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Mrs. Nafziger reported that the Ad Hoc Committee to review the Board Handbook met on August 15, 2023. Mr. Straub shared the LCCTC newsletter, *Tech Connect*. He reported that the CTC is looking for a Computer Tech instructor for the Brownstown campus.

Mrs. Stephanie Herrmann, a new assistant director of student services, and Mr. Thomas Bechtel, a new assistant principal at the high school, were introduced to the board. Both of these new administrators have served the district in other capacities. Mrs. Herrmann held positions as a learning support teacher and a special education coordinator. Mr. Bechtel was a high school social studies teacher.

Mr. Forry provided an update on current open hourly staffing positions in the district.

Dr. Gale reviewed the proposed workshop dates for the board for the 2023-2024 school year. These workshops are open to the public and held prior to the Committee of the Whole meetings.

Mr. Forry reviewed the proposed calendar for developing, discussing, and approving the budget for the 2024-2025 school year. Approval for placement of this item on the September 5, 2023, board agenda was approved on a motion by Mrs. Nafziger and a second by Mr. Straub. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 7:35 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
August 21, 2023

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the large group instruction room at Penn Manor High School, 100 E. Cottage Avenue, Millersville, PA following the Committee of the Whole meeting. The meeting was called to order by Board President, Mr. Carlton Rintz, at 7:36 p.m. followed by a moment of silence and the flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Tuesday, September 5, 2023, following the Committee of the Whole Meeting.

The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mr. Anthony Lombardo, Mrs. Nickole Nafziger, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Present from the administrative staff were Dr. Philip Gale, Dr. Jerry Egan, Dr. Krista Cox, Mr. Daniel Forry, Ms. Denise Galen, and Mr. Charlie Reisinger. Also in attendance for the meeting: several district residents, Mr. Robert Spicer, LNP Correspondent, Mr. Brian Wallace, Mr. Keith Henninger, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 13 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, Shawna Ciampanelli commented on the Children Deserve a Chance Foundation program.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the August 7, 2023 meeting. Hearing none, it was moved by Ms. Wert and seconded by Mr. Jackson to approve the minutes as printed. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale provided the Superintendent's report. He reported that the New Teacher Orientation was held August 8-10. Bus driver training, support staff training and a thank you luncheon for custodian have recently been held. The fall sports teams have started their seasons. The Kick-off Classic will be held on Wednesday, August 23. Homecoming has been confirmed for September 29 and 30.

Item 1. Review of School Board Meeting Agenda

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

A. Targeted School Improvement Plan

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

It was moved by Mr. Straub and seconded by Mr. Lombardo to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr.

Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Acceptance of Eschbach and Shultz Bus Drivers for the 2023-2024 school term

Explanation: While the bus drivers are employed by the busing contractors, a listing is provided for the board's consideration and acceptance

- B. Approval of agreements with Outside Agencies providing services to students:
PA Comprehensive Behavioral Health
PA Counseling Service
TEAMCare Behavioral Health
Youth Advocate Program
Community Service Group (CSG)
Chester County IU (CCIU)
Philhaven/Wellspan
Attain ABA

- C. Acceptance of STS Aides/Para and Personal Care Assistants for the 2023-2024 school term

Explanation: While the aides are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- D. Acceptance of STS Substitute Teachers for the 2023-2024 school term

Explanation: While the substitute teachers are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.

- E. Articulation agreement with Delaware Valley University

- F. School District Physician – Timothy Weaver, M.D. of Penn State Medical Group – Manor, as the School District's Physician for the 2023-2024 school year at the rate of \$5,000.

Explanation: Dr. Weaver has agreed to continue his service.

- G. Children Deserve a Chance Foundation for 2023-2024

Explanation: Atollo Recruit and Scholar costs taken from the High School budget.

- H. Consultative Services Agreement for safety and security with Lancaster-Lebanon IU13

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A,B,E,F,H: It was moved by Mr. Jackson and seconded by Mr. Sweigart to approve this item. The

following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3C-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. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, abstained; Mr. Sweigart, yes; Ms. Wert, yes.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3G:

It was moved by Mr. Straub and seconded by Mr. Sweigart to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. 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 2023-2024 school year.
- B. Resignation of the individuals listed per the effective date:
Rosio Reyes, Food Service, High School, effective 8/8/23
Berenice Rivera, Ready to Learn, Level 1 Aide, Central Manor, effective 8/7/23
- C. 2023-2024 Middle School Team Leaders as listed below:
Marticville Middle School Team Leaders:
Erika McLaughlin - Green Team
Christine Harman - Blue Team
Brad Aungst - Gold Team
Steve Evans - Cultural Arts
Courtney Costello - Learning Support

Manor Middle School Team Leaders:
Maricia Kligge - Blue 8
Curt Snelbaker - Green 8
Angie Galgon - Blue 7
Connie Jackson - Green 7
Curt Elledge - Learning Support
Erin Kreck - Cultural Arts
- D. 2023-2024 Co-Curricular Positions
Marticville Middle School
Manor Middle School
Penn Manor High School

Explanation: Co-curricular positions are approved annually based upon rosters submitted by building principals.

- E. Middle School Tutors and Detention List for the 23-24 school year at a rate of \$35.00 per hour.
- F. Middle School Weight Room Coverage for the after school middle school weight room for the 2023-2024 school year at the rate of \$30.29 per hour, 1 hour per day, 2 days per week
Steve Kramer Jennifer Forney
Danielle Rogers Steve Evans
- G. Nurse Substitute Caller Stipend for contacting/arranging substitute services for health rooms for the 2023-2024 school year for a stipend of \$3,300.
Tanya Echterling
- H. 2023-2024 Athletic Workers
- I. Mentors for the 2023-2024 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.

- J. ASI Program for the 2023-2024 school year at a rate of \$35.00 per hour.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-J: It was moved by Ms. Wert and seconded by Mr. Lombardo to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Rintz asked if there were any citizens who wished to comment. There were none.

The meeting was adjourned at 8:02 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Board Secretary