

**Minutes
Committee of the Whole
October 2, 2023**

The Penn Manor School Board met at 6:30 p.m. for an Executive Session to discuss Personnel (Resignations, Leaves).

The Penn Manor School Board met as a Committee of the Whole at 7:01 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, and Mr. Charlie Reisinger. Also in attendance for the meeting: several district residents, Mr. Robert Spicer, LNP Correspondent, Mr. Keith Henninger, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 12 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, October 23, 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 September 18, 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. Mr. Straub reported that the LCCTC JOC meeting in September included a delicious dinner prepared by LCCTC students. The dual credit affiliation agreement is on this evening's agenda and will permit high school seniors to attend evening adult program offerings if there are spots available. At a recent LCCTC job fair, 134 outside employers attended. Mr. Jackson reported that a recent meeting of the IU Board Authority discussed upgrades to existing buildings and addressed the lack of attendance by representatives. Mrs. Nafziger reported that the recent annual PMEF dinner was a success. Ms. Wert shared that the Lancaster County Academy currently has 64 students enrolled compared to 45 last year at this time.

Dr. Gale introduced high school senior, Suren Clark. He was recognized by the board for scoring a perfect score on the AP Microeconomics test. He was one of only 44 students worldwide out of the 96,000 students who took the exam to achieve a perfect score. Suren also participates in Model UN, Mock Trial, TSA, tennis and is the senior class president.

Dr. Gale and Mr. Forry shared information on the district facilities renovation history.

Mr. Forry shared the ACT 1 Base Index and Adjusted Index for the 2024-2025 fiscal year.

Mr. Reisinger and Mr. Billman shared an update on the current cybersecurity threat landscape as well as ongoing district cybersecurity efforts.

Mrs. Nafziger presented the updated School Board Director Handbook for review that was edited by the Ad Hoc Committee.

The Committee of the Whole adjourned at 8:09 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
October 2, 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 8:09 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, October 23, 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, and Mr. Charlie Reisinger. Also in attendance for the meeting: several district residents, Mr. Robert Spicer, LNP Correspondent, Mr. Keith Henninger, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 12 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. There were none.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the September 18, 2023 meeting. Hearing none, it was moved by Mr. Lombardo and seconded by Mr. Sweigart 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 homecoming weekend was a success with Penn Manor defeating Hempfield in football and winning the Route 462 trophy. College 101 was held for junior and senior parents to explain the college application process and 100 parents attended. October 11 is Super Wednesday when the freshmen will work on career planning; sophomores will take the pre-ACT; juniors will take the PSAT; and seniors can take the SAT, ASVAB, or work on their graduation project. October 24 is College Financial Aid Night. Junior Achievement will be at the high school on October 26 and 27 to meet with the juniors on planning for economic success. Junior Achievement will be at MVMS in late November for a presentation. Sophomores and juniors can visit the LCCTC locations in mid-November. Central Manor Elementary celebrated 10 years of having an edible classroom. Pequea Elementary introduced Standards for Excellence for all staff and students.

Item 1. **Review of School Board Meeting Agenda**

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

- A. Resolution Authorizing the Waiver of Additional Charges for the Late Payment of Real Estate Taxes in Certain Circumstances to Comply with Act 57 of 2022

Explanation: Act 57 requires collectors of real estate taxes to waive the imposition of penalties, interest and other charges previously imposed for the late payment in certain limited instances. Prior to Act 57, the Local Tax Collection Act allowed tax collectors to impose penalties, interest and other charges for the late payment of real estate taxes. Act 57 was intended to remedy a situation when a new property owner does not receive a real estate tax bill (presumably because the bill was sent to the prior owners), and only learns of the real estate taxes owed through a delinquency notice.

- B. Approval of agreements with Outside Agencies providing services to students: JusticeWorks YouthCare

- C. MOU with Compass Mark for the 23-24 school year

Explanation: CompassMark will provide drug addiction, prevention resources and education and vaping prevention programming.

- D. MOU with the Caring Foundation

Explanation: The Caring Foundation staff will lead peer groups of students who are experiencing grief due to a recent death. Penn Manor Counselors will be trained on the Caring Place model of peer group grief support.

- E. MOU with the Lancaster County Career and Technology Center

Explanation: The Lancaster County Career and Technology Center will afford high school students the opportunity to attend certain programs that are part of the adult education program.

- F. Acadience Reading Contract Renewal

Explanation: Acadience is a reading screener used to identify reading needs for students in 7th & 8th grade. It is also used in kindergarten through sixth grade.

- G. Tax Exonerations

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

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.

Item 3. 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 2023-2024 school year.
- B. Resignation of the individuals listed per the effective date:
Megan Miller, Social Studies K-6 Department Coordinator, effected 9/18/23
Heather Hufford, Title I Assistant, Hambright, effective 8/7/23
Judy Herman, Tax Coordinator/Bookkeeper, District Office, effective 9/29/23
- C. Leaves to the individuals listed:
Professional Staff:
Employee O5 - Family Medical Leave - September 21, 2023 to November 30, 2023
Act 93:
Employee O8 - Family Medical Leave - August 30, 2023 to September 29, 2023
Employee O13 - Family Medical Leave - November 10, 2023 to December 22, 2023
- D. ReSET School Instructor for the 2023-2024 school year at a rate of \$35.00 per hour.
Tamara Weaver
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2023-2024 school year:
Megan Eagan
Victoria Wyszynski
Nathan Mensak
Juliana Michaels
- F. 2023-24 Guest Teacher List
- G. Elementary Intramural Facilitators for the 23-24 school year at a rate of \$35.00 per hour
Kim Juba
Dawn Janssen
Erik Polaski
- H. Assistant Superintendent job descriptions:
Assistant Superintendent for Curriculum and Instruction
Assistant Superintendent for Personnel and Operations
- I. 2023-2024 Co-Curricular Revision
- J. Boys Volleyball Head Coach: Dustin Hornberger
- K. 2023-24 Fall Volunteer Coaches

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-K: It was moved by Ms. Wert and seconded by Mr. Straub 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. District resident, Lucy Gillichbauer, spoke on the topics of school resources and school board structure.

The meeting was adjourned at 8:27 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Board Secretary