

**Minutes
Committee of the Whole
October 23, 2023**

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

The Penn Manor School Board met as a Committee of the Whole at 7:10 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 Vice President, Dr. Joseph Fullerton. The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mrs. Nickole Nafziger, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Wardell Jackson, Mr. Anthony Lombardo, and Mr. Carlton Rintz were absent. 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. 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 16 people were watching via YouTube.

Dr. Fullerton announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, November 6, 2023 in the large group instruction (LGI) room at Penn Manor High School at 7:00 p.m.

Dr. Fullerton asked if there were any additions or corrections to the Minutes of the October 2, 2023, Committee of the Whole Meeting. Hearing none, it was moved by Mr. Herr 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, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Mrs. Nafziger reported that the PSBA conference was excellent and board members were able to attend some very good workshops. Ms. Wert reported that the Lancaster County Academy has doubled their enrollment over the past several years and is considering a third campus location. Dr. Chris Adams has been hired by LCA to lead strategic planning. Mr. Straub reported that the latest issue of the LCCTC newsletter, TechConnect, featured an impressive list of employers from the latest employer engagement fair. He also reported that Penn Manor student, Jay Rodriguez Narario, who attends Willow Street CTC was named October's Student of the Month.

Dr. Mealy, Dr. Murray, and Dr. Sugra shared the school-wide positive behavior interventions and support system being utilized in Eshleman, Pequea and Martic Elementary Schools. Several students also spoke on the House System and what they liked about the program.

Mr. Tocci shared information about A Better Way professional development program for coaches.

Dr. Fullerton presented the proposed Board Goals for 23-24. These professional development goals were created by the School Board for the current school year. Approval for placement of this item on the October 23, 2023, board agenda was approved on a motion by Ms. Wert and a second by Mr. Straub. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 8:17 p.m.

Joseph G. Fullerton, Vice President

Cindy Rhoades, Board Secretary

MINUTES
Penn Manor Board of School Directors
October 23, 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 Vice President, Dr. Joseph Fullerton, at 8:17 p.m. followed by a moment of silence and the flag salute.

Dr. Fullerton announced that the next scheduled meeting will be held on Monday, November 6 2023, following the Committee of the Whole Meeting.

The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mrs. Nickole Nafziger, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Wardell Jackson, Mr. Anthony Lombardo, and Mr. Carlton Rintz were absent. 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. 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 16 people were watching via YouTube.

Dr. Fullerton asked if there were any citizens who wanted to comment on action items on the board voting agenda. There were none.

Dr. Fullerton asked the board whether there were any additions or corrections to the Minutes of the October 2, 2023 meeting. Hearing none, it was moved by Mrs. Nafziger and seconded by Mr. Straub to approve the minutes as printed. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale provided the Superintendent's report. He reported that the Penn Manor Marching Unit placed 3rd at the US Bands of PA competition. They will be competing at the MidAtlantic Regional Competition next weekend. At last Friday's football game, 41 middle school band members joined the PMMU in the stands and performed the National Anthem. Four fall sports teams will be playing in the post season – Boys and Girls Soccer, Field Hockey, and Girls Volleyball. Congratulations were extended to long time board member, Dr. Richard Frerich. PSBA has set up a PSBA Trust Scholarship in his name to be awarded to a student pursuing a degree in education. November 3 is an in-service day for all teachers.

Mr. Forry presented for payment the September 2023 bills. It was moved by Ms. Wert and seconded by Mr. Straub to authorize payment of the bills:

General Fund	\$	10,902,519.66
Food Service Fund	\$	154,773.34
PMSD Capital Reserve Fund	\$	918,775.58
Student Activity Fund	\$	7,110.76

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

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. Board Goals for 2023-2024

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

It was moved by Mrs. Nafziger 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, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; 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. Vector Solutions K-12 Education Software as a Service Client Agreement

Explanation: This agreement will allow the district to continue using the SafeSchools Training Library to offer digital training sessions. The software provides training and tracks attendance and compliance by individuals.

- B. Student Affiliation Agreement for Temple University Students studying Counseling Psychology (Mental Health or School Counseling Track)

- C. ELD Service to CTC Students Agreement with Lancaster-Lebanon IU13

Explanation: During the 2023-24 school year, IU13 will provide English language development services to PM district students enrolled in Lancaster County Career and Technology Center (LCCTC).

- D. Memorandum of Understanding (MOU) with Mental Health America of Lancaster County

Explanation: MHALC received a grant from the High Foundation to offer mental health education to 6th grade students

- E. eLuma Contract for Speech Services

Explanation: Speech services to be provided during a staff member's FMLA leave. The contract runs from October 2023 to May 2024.

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

It was moved by Mr. Straub 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, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; 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 – The administrative staff is recommending the board accept the resignation of the individual listed in accordance with agreement.
Allison Mattern
- C. Resignation of individual listed:
Traci Crossland, Food Service, Hambright, effective 9/15/23
- D. Retirement of the individual listed:
Beth Shenenberger, HR Assistant, District, effective 12/29/23
- E. Leaves to the individuals listed:
Professional Employees:
Employee O5 - Family Medical Leave-September 21, 2023-December 13, 2023 [revised]
Employee O15 - Family Medical Leave - February 27, 2024 - May 20, 2024
Employee O16 - Family Medical Leave - February 2, 204 - April 25, 2024
Employee O17 - Family Medical Leave - February 8, 2024 - May 1, 2024
Employee O18 - Family Medical Leave - October 23, 2023 - January 21, 2024
Classified Employees:
Employee O9 - Family Medical Leave - December 27, 2023 - March 20, 2024
Employee O11 - Family Medical Leave – Nov. 14, 2023 - December 18, 2023
Employee O12 - Family Medical Leave – Nov. 9, 2023 - December 20, 2023
- F. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2023-2024 school year:
Aurora Conrad Anthony Devitis
Morgan Biesecker Taryn Hostetter
Elise Sprenkle Allison Ross
Ebony Lacey
- G. Support Staff Mentor:
Cindy Bachman mentor for Andrea Frey - \$500
- H. Elementary after school tutoring for the 23-24 school year at a rate of \$35.00 per hour:
Emily Wise Cassie Bosley
Shannon Churchill Emily Gutierrez
Lacey Winder

- I. Homebound instruction at a rate of \$35.00 per hour:
Phoebe Tanis
- J. Athletic Workers for the 2023-24 school year:
Zachary Starry
Collin Whiteside
Laura Bitts
- K. 2023-24 Co-Curricular Stipends - PM Music Ensembles
- L. K-6 Social Studies Coordinator - Eric Sarra - \$2,600
- M. Job Description - Accountant

Explanation: This job description is a change in the current open bookkeeping position. It better aligns with the current and future needs within the business office.

- N. 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.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-N: It was moved by Ms. Wert 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, absent; Mr. Lombardo, absent; Mrs. Nafziger, yes; Mr. Rintz, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Fullerton asked if there were any citizens who wished to comment. District resident, Leah Bacon, spoke on the topic of school librarians.

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

Dr. Joseph G. Fullerton, Vice President

Cindy Rhoades, Board Secretary