

**Minutes
Committee of the Whole
September 5, 2017**

The Penn Manor School Board met at 5:00 p.m. for a tour of Conestoga Elementary and at 6:30 p.m. for an Executive Session to discuss Personnel (Resignations and Leaves.)

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long. The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, and Dr. Jerry Egan. Also in attendance for the meeting: Mr. John Matusek, Mrs. Nicki Nafziger, Mr. Mike DelPriore, Mr. Chip Mathias, Mr. Tom Fluke, Ms. Nicole Matthews, Lancaster Newspaper correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, September 18, 2017, at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Long asked the committee if there were any additions or corrections to the Minutes of the August 21, 2017, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Lyon and second by Mrs. Friedman, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked for any Citizen's Comments. There were none.

The upcoming board opportunities were reviewed. Mr. Straub updated the board on the latest LCCTC meeting. Mr. Fullerton shared the minutes from the last IU13 meeting. Ms. Wert gave a report from the latest Lancaster County Academy JOC meeting.

Dr. Shaffer introduced the following new secondary teachers – Brittney Anderson, Thomas Bechtel, Julie Knauss, Leomery Silva-Tavarez, Kayla Starry, Christopher Vrael and Mary Wittemann. Dr. Egan introduced the following new elementary teachers – Cristen Appel, Aliza Becker, Megan Binkley, Kailey Brennan, Krista Eby, Brandon Leinbach, Caroline Lovett, Paige Martin, Grace Painter, Anna Raneiri, Morgan Stepanchick, Jeb Thompson and Danielle Zook.

Mr. Chip Mathias introduced Mr. Tom Fluke. Mr. Fluke is the new maintenance/custodial supervisor for the district.

A review of the opening of school was shared with the board by Dr. Lechlitter, Dr. Egan, Dr. Shaffer, Mr. Reisinger and Mr. Johnston.

Dr. Leichter reviewed the milestones for the superintendent goals created during the annual Board retreat in May. Approval for placement of this item on the September 5, 2017, board agenda was approved on a motion by Mr. Fullerton and seconded by Mr. Straub. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; and Ms. Wert, yes.

Mr. Johnston reviewed the proposed calendar for developing, discussing and approving the budget for the 2018-2019 school year.

Dr. Leichter and Mr. Johnston updated the board on a number of items being requested by Lancaster Township in order to close out the Comet Field project, which began in 2006, and release the financial security. The administration is recommending the approval for a stormwater ownership and maintenance program. Approval for placement of this item on the September 5, 2017, board agenda was approved on a motion by Mr. Lyon and second by Mrs. Friedman. The following vote was taken on this motion: Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Fullerton, yes; Mr. Long, yes; Mr. Lyon, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes and Ms. Wert, yes.

Dr. Shaffer and Dr. Egan reviewed the preliminary PSSA and Keystone results.

The Committee of the Whole adjourned at 8:20 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
September 5, 2017

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. The meeting was called to order by Board President Mr. J. Kenneth Long at 8:21 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, September 18, 2017, following the Committee of the Whole Meeting at Manor Middle School

The following members were present: Dr. Richard Frerichs, Mrs. Johnna Friedman, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mr. Jeffrey Lyon, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Mr. Charlie Reisinger, and Dr. Jerry Egan. Also in attendance for the meeting: Mr. John Matusek, Mrs. Nicki Nafziger, Mr. Mike DelPriore, Ms. Nicole Matthews, Lancaster Newspaper correspondent, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary.

Mr. Long asked if there were any Citizen's Comments. There were none.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the August 21, 2017 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Lyon and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechlitter provided the Superintendent's report.

Item 1. **Review of School Board Meeting Agenda** – Mr. Long

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

- A. Voting for PSBA Officers
 President-elect – Otto Voit
 Vice President – Eric Wolfgang
 Treasurer – Mike Gossert
 Central At-Large Representative – Larry Augustine
- B. Columbia Water Easement (see pages 4-7)
- C. Approval of Superintendent Goal Milestones
- D. Comet Field Stormwater Ownership and Maintenance (O&M) Program (see pages 8-13)

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

It was moved by Mr. Paitsel and seconded by Mr. Lyon to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

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

- A. Lancaster General Hospital Drug Screening Contract for the 2017-2018 school year (see pages 14-19)
- B. Approval of Katlyn Keller as a nonresident student for the 2017-2018 school year.
- C. Mediscan Service Agreement (see pages 20-25)

Explanation: Mediscan will be providing speech services to students as per the attached agreement.

- D. Job Descriptions (see pages 26-27)
- E. Consent to Assignment with Penn State Health Community Medical Group (see page 28)

Explanation: Penn State Health Community Medical Group will assume the agreement between the school district and Dr. Timothy Weaver, school district doctor.

- F. Dr. Kara Schmidt to complete an Independent Educational Evaluation for a student with a disability at a cost of \$4,750.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-F:

It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Employment and Change in Status of the individuals listed per the effective date for the 2017-2018 school year (see pages 29-30)
- B. Resignation of the individual listed per the effective date:
 Tammy Bricker, Food Service, Hambright, effective 8/15/17

- C. Leaves to the individuals according to the terms listed:
- Professional Employees:
Employee G6 - Family Medical - August 23, 2017 – November 14, 2017 and
 Child Rearing - November 15, 2017 – end of 2017-2018 school year
- Employee G7* - Family Medical - November 15, 2017 – January 15, 2018
- Classified Employees:
Employee G8 - Family Medical - July 24, 2017 – September 4, 2017
Employee G9 - Family Medical - August 21, 2017 – September 21, 2017
Employee G10 - Family Medical - September 18, 2017 – October 30, 2017
- D. 2017-2018 Coaching Positions
 Joe Kreider – Change to Assistant Football Coach - \$2,000
 Jon Boxleitner – Change to MS Football Assistant - \$4,000
 Danny Schmidt – Boys Soccer JV Coach - \$3,430
 Chas Alecxih – Volunteer - Football (pending clearances)
 Taylor Goldberg – Volunteer - Cheerleading (pending clearances)
 Josh Herr – Volunteer – Girls Soccer
- E. Middle School Tutors for the 2017-2018 school year at a rate of \$33.00 per hour.
- | | |
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| Jon Bittenbender | Colleen Sohl |
| Connie Jackson | Amy Niemkiewicz |
| Maricia Kligge | Courtney Costello |
| Lisa Bitler | |
- F. Middle School Detention for the 2017-2018 school year at a rate of \$33.00 per hour.
- | | |
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| Jon Bittenbender | Brad Aungst |
| Curt Snelbaker | |
- G. Middle School Weight Room Coverage for the after school middle school weight room for the 2017-18 school year at the rate of \$25.26 per hour, 1 hour per day, 2 days per week
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| Steve Kramer | Steve Evans |
| Ginny Neiss | |
- H. Pennsylvania Constables to provide security for the school district during the 2017-2018 school year for athletic and co-curricular activities at the rate of \$33.20 per hour.
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| Mike Phenneger | Brad Weinoldt |
| Tom Graver | |
- I. 2017-2018 Fall Play – Co-curricular Positions (see page 31)
- J. Mentor for the 2017-2018 school year (see page 32)

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-J: It was moved by Ms. Wert and seconded by Mr. Fullerton to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Johnna Friedman, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Jeffrey Lyon, yes; David Paitzel, yes – abstained from 4A; Carlton Rintz, yes; Christopher Straub, yes; and Donna Wert, yes.

The meeting was adjourned at 8:26 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary